

DEPARTMENT OF THE ARMY  
HEADQUARTERS, U.S. ARMY FIELD ARTILLERY CENTER AND FORT SILL  
FORT SILL, OKLAHOMA 73503-5100

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NO. 215-1

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Morale, Welfare, and Recreation  
U.S. ARMY FIELD ARTILLERY CENTER AND FORT SILL  
(USAFACFS) ATHLETIC PROGRAM

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1. PURPOSE. This pamphlet provides guidance to commanders of this installation in organizing, administering, and implementing the intraunit and interunit sports program. This pamphlet further--

a. Prescribes the policies and procedures governing the conduct of the USAFACFS sports programs, and provides a well balanced, diversified program at all levels to supplement the mandatory physical training program.

b. Encourages maximum voluntary participation in sports by U.S. Army personnel, to support combat readiness, develop participants physically, increase teamwork, and esprit de corps.

2. APPLICATION. The sports program will.

a. Provide on-duty unit programs involving a wide range of sports activities that promote physical efficiency.

b. Provide programs that contribute to developing lifetime sports skills.

c. Rely primarily on a broad based unit sports program and an extensive intramural program that emphasizes unit-level competition. The intramural program is conducted primarily during off-duty time.

d. Support the Army effort in developing athletes to compete in authorized interservice and international sports events.

3. SCOPE.

a. The USAFACFS sports program is divided into four components to address a variety of interests and needs that exist.

(1) The unit level recreational sports and athletic training program is an integrated physical fitness and athletic program conducted at the unit level, managed by the unit commander with the primary objective of promoting an acceptable level of physical fitness through athletic participation. This component is designed to complement and give impetus to the intramural program by creating an avenue for participation in a variety of activities to promote maximum involvement. This component is conducted primarily during on-duty time.

(2) The intramural program is a diversified sports program designed to provide opportunities for expression through participation in competitive events. This component supplements the unit program and provides recognition for athletic achievements.

(3) The varsity and major athletic command (MAC-level) programs provide installation MAC-level competition to stimulate intramural involvement and provide opportunities for the varsity-type athletes to rise to their potential while concurrently providing a spectator attraction.

(4) The fourth component will nominate outstanding athletes for participation in Army trials in designated sports, and possible selection to teams which represent the U.S. Army in events leading to interservice and international competition.

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b. When feasible, the intramural program is conducted at unit level. Some sports are organized at post level and at MAC level. Community and Family Activities (C&FA) will conduct post championships. Community and Family Activities will publish a Memorandum of Instruction (MOI) or other appropriate media concerning the proposed program for each calendar year, and MOIs for each team sport and for individually oriented sports held seasonally.

(1) Dates of competition, team composition, and levels of competition are announced annually in appropriate MOIs published approximately 30 days in advance of the starting dates.

(2) When organizing leagues for competition at various levels, the following definitions of unit, battalion, and MAC will apply:

(a) A unit level team represents a battery, department, division, branch, section, detachment, or a combination of such units not to exceed an assigned troop strength of 250. Units exceeding this strength must be divided along definitive lines established by unit TOE or TD.

(b) A battalion level team represents a battery, department, battalion, or a combination of such units not to exceed an assigned troop strength of 600.

(c) For MAC level, the assigned strength is the total assigned strength of all units assigned to or satellited on the MAC.

(3) The combining of units and subunits to form unit or battalion level teams will be accomplished prior to the beginning of each sport season. The official starting dates for each sport season is announced in the MOIs covering the sport.

(4) The combining of units and subunits after the start of a sports season will not be authorized except for military exigency and if 25 percent of the scheduled games have not been played.

c. The unit level sports and athletic training programs provide competition at the individual, squad, section, and platoon levels. The program consists primarily of informal games. The sports listed in the intramural program can be played when they are adaptable to facilities and equipment available. Other activities can be incorporated into these programs such as touch football, flickerball, and tug-of-war.

d. The organization of extramural teams for the purpose of conducting training and competitions in sports for specific interest groups is encouraged. Such teams may be organized based on interests and needs. Sports which attract specific interest groups and lend themselves to this type organization include: archery, boxing, fencing, gymnastics, judo, karate, orienteering, sport parachute jumping, rugby, volksmarching, and weightlifting (see para 7).

#### 4 RESPONSIBILITIES.

a. The Deputy Assistant Director, Community and Family Activities (DAD, C&FA) is responsible for the overall operation and implementation of the USAFACFS sports program.

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b. The installation Sports Director will supervise the intramural sports program and is responsible to--

(1) Plan, organize, evaluate, and direct a diversified program of intramural and varsity sports.

Prepare directives to implement the sports program.

(3) Maintain liaison with MAC athletic and recreation (A&R) officers and commanders to require that they are well informed in all aspects of the sports program.

Assign facilities to MACs for conducting intramural sports

Supervise the athletic officials who officiate contests, games, and meets.

Obtain rosters of unit teams competing in post championships.

(7) Maintain records, statistics, charts, and other data to support the sports program

Prepare publicity releases for the news media.

Prepare budgets and requests for funds to support the sports program.

(10) Require that athletic facilities are maintained by initiating repair and job order requests for support when required.

Procure equipment and awards to support the sports program

The commander of each MAC listed in appendix A will--

(1) Appoint an A&R officer and/or NCO to assist in organizing, operating, and promoting the sports program as outlined in this and other sports directives published by this headquarters.

(2) Conduct championships in all sports which result in Fort Sill Championships. Publish details regarding leagues and tournaments for each sport, to include types of competition, schedules, locations, any special organization rules, player eligibility, equipment, and awards. Pertinent details are forwarded to each participating unit and to the Sports Director, C&FA, Sports Branch.

(3) At his/her option, establish and administer a participation point system similar to the one outlined in DA Pamphlet 215-1, section 5, to determine the unit with the greatest sports participation for the 6-month period ending 30 June and 31 December each year.

(4) Establish procedures for handling protests emanating from the command's intramural sports program (see para 18).

d. Unit commanders will--

(1) Administer the unit on-duty sports and athletic training program within the battery/company.

(2) Provide opportunities for personnel to participate in sports activities as individuals and teams.

(3) Require that adequate measures to protect the safety and health of participants are integrated into all organized sports activities.

e. Intramural/varsity team captains and coaches will--

(1) Brief squad members on official playing rules and pertinent regulations that apply to the sports program.

(2) Arrange practice for sports activities to enable teams to be properly coached and in good physical condition to participate.

(3) Determine in advance which team has been designated the home team and, if required, assist in preparation of facilities, drawing of game equipment, score books, and other materials required during the game.

(4) Report to the game area at least 15 minutes before game time for warmup and submit team line-up 5 minutes before game time. The team captain or coach must require that all personnel in the line-up meet eligibility requirements.

(5) After each contest, submit after-action reports, contest results, participation reports, accident reports, and officials' ratings as required.

(6) Submit protests involving eligibility of players, misinterpretation or misapplication of the rules by officials to the A&R officer or his/her MAC within 48 hours (2 working days) after the conclusion of the intramural contest in question. Protests involving varsity (MAC level) contests may be submitted to this headquarters, ATTN: ATZR-PNR-S. Protests involving post championships are resolved by representatives from C&FA at the time of the incident whenever possible (see para 18).

(7) Require that recoverable items of issued athletic equipment are turned in at the end of the sports season.

5. THE USAFACFS SPORTS COMMITTEE.

a. The Sports Committee will consist of the following voting members:

Sports Director (Chairperson).

Assistant Sports Director

The A&R officer (or NCO) from each MAC listed in appendix A.

The president of the Fort Sill Athletic Officials Association.

5) Sports Coordinator/Programmer.

(6) The rules interpreter (for the sport involved) from Fort Sill Athletic Officials Association, however, is not a voting member.

b. The committee will meet at the call of the chairperson.

c. The functions of the committee will include:

Assisting in the organization and promotion of sports programs.

(2) Serving as an appeals board for hearing protests emanating from post championships, varsity, and MAC level sports.

(3) Assisting in publicizing the sports program by disseminating information to all personnel.

(4) Assisting in the coordination and scheduling of facilities.

(5) Reviewing and evaluating policies governing the sports program and making recommendations for changes thereto.

(6) Recommending the composition of MACs

d. Five members empowered to vote shall constitute a quorum. The representative from the two MACs concerned with any protest before the committee shall not vote on that protest. A simple majority vote of the members present, provided a quorum exists, is required to rule on any recommendation or protest brought before the committee.

## 6. ELIGIBILITY AND PARTICIPATION.

a. Athletic groupings are constituted as shown in appendix A.

b. All military personnel performing duty at Fort Sill are eligible to participate in the USAFACFS sports program.

c. Transfers.

Personnel transfers for the purpose of strengthening teams are prohibited.

(2) In the event battalion or battery size units are transferred from one MAC to another after competition has begun, transferred personnel will continue to compete in the program of the command from which they transferred for the remainder of the particular sport(s) in progress at the time of transfer.

(3) In the event an individual is transferred within one of the MACs after the official starting date of a sports season, the affected individual is eligible for the duration of that season to compete only with the team representing the unit assigned to prior to the transfer.

(4) In the event an individual is transferred from a unit of one MAC to a unit of another, the transferred individual may compete with either the losing or gaining unit, but not with both; however, this option may be applicable only for the sport(s) in progress at the time of transfer.

d. Attached and special duty personnel.

An attached individual will participate with the unit to which attached.

(2) A person in a "special duty" status may participate with either the parent unit or the duty unit, subject to the concurrence of the commander of the MAC which the parent unit participates.

e. Violations of eligibility requirements will result in the team forfeiture of all contests in which the ineligible personnel participates.

7 EXTRAMURAL TEAM PROGRAMS

a. To encourage greater involvement, extramural team programs consisting of minor sports are authorized. The teams may operate under the sponsorship of C&FA. The intent of this provision is to encourage year-round scheduling of minor sports and to encourage participants to energize this activity through involvement in leadership roles. With consensus of membership, each team's activities are planned and implemented according to a time schedule. The principal function of each team is the promotion of its sport and to encourage increased participation. Membership qualifications are based on the desire of an individual to participate in the program. Objectives are accomplished through the conduct of clinics, solicitation for new members, and scheduling competition.

b. Extramural sports teams are supported and assisted by C&FA as far as practicable and within funds capability. The intent is that these activities operate as an integral part of the sports program with the participants providing volunteer leadership for organizational purposes. The Sports Director will assist in organizing the teams and supervise the selection of coaches, captains, and managers. The Sports Director will assign available facilities as required and procure trophies and equipment.

(1) The Sports Director will appoint persons to leadership positions to carry out the functions of each team. These positions will include an officer in charge (OIC) who is the head of the activity with responsibility for general supervision of team activities and maintaining liaison with the Sports Director.

(2) A team coach schedules team meetings, practices, and games; and requires that team members are properly coached and in good physical condition to participate.

(3) A manager prepares the schedule of events, supervises the use of the facilities, controls equipment, maintains statistics, and furnishes the Sports Director with correct team rosters.

c. Extramural sports teams will provide the following:

An activity planned for and by the participants.

The promotion of the sport by the participants

(3) An organizational structure suitable for conducting organized competition for a minor sport.

#### 8. ATHLETIC OFFICIALS.

a. The caliber of athletic officials has a decided effect on the quality, safety, and efficiency of the sports program. The Sports Director will procure the services of qualified athletic officials.

b. The organization furnishing athletic officials must be able to make assignments on a weekly basis and assignments are subject to cancellation when postponements are made as provided in para 14.

#### 9. TROPHY POLICY

Awards for teams and individuals who win Post level contests are purchased with funds available.

#### 10. ATHLETIC CONTESTS, OFF-POST TEAMS

a. Personnel, organizations, and units desiring to compete against off-post teams must adhere to the provisions of AR 215-2.

b. Unit teams, when playing off-post, must be accompanied by an OIC. The OIC will contact the Sports Director a minimum of 24 hours prior to leaving the post to affirm that necessary facilities and officials are provided for contests approved by or scheduled by this headquarters.

#### 11. EQUIPMENT AND SUPPLIES.

a. The Sports Director will, within funds capability, budget for and procure equipment and supplies to support the intramural and varsity sports program, using both appropriated and nonappropriated funds.

b. Community and Family Activities stocks and issues uniforms (pants and shirts) only for varsity sports and for those team sports in which competition is conducted in the gymnasium such as basketball, team handball, and volleyball. Units should use unit funds to purchase distinctive uniforms for unit softball and flag football teams.

c. Equipment and supplies to support seasonal intramural team sports are issued to unit property book officers. Each property book officer may establish and maintain an account with C&FA, Sports Supply. Each account must be reconciled (appropriate adjustments made for shortages) at least annually following flag football season and prior to the issue of softball equipment for the next season.

d. Supplies to support individual sports meets and tournaments conducted by MACs such as cross-country, horseshoes, orienteering, swimming and diving, tennis, and triathlon are issued directly to a tournament manager designated in writing by the commanding officer of the MAC concerned (exempt from reports control under the provisions of AR 335-15, para 7-2e). Supplies must be returned to C&FA, Sports Supply not later than 7 days following issue.

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e. Supplies to support other individual sports meets and tournaments conducted by MACs such as handball, racquetball, squash, and track and field must be drawn daily, as required, from the gymnasium supervisor and returned each day following use. To ensure availability of items, gymnasium supervisor must be notified in writing 7 days prior to event.

f. Equipment and supplies required for post level varsity teams are determined by the Sports Director. These supplies are drawn by the gymnasium supervisor and issued to the team coach, captain, or manager, as appropriate. Recoverable supplies must be returned to C&FA, Sports not later than 7 days following completion of competition.

g. Equipment and supplies required to support post championships must be drawn by the gymnasium supervisor or outdoor facilities supervisor, as appropriate.

h. Equipment and supplies required to support authorized extramural sports team activities, when approved by the Sports Director, are issued to the team's manager.

12. USAFACFS CHAMPIONS.

a. Individual champions are determined during USAFACFS meets and tournaments for each sport and/or event listed in the annual sports program. The type of competition is determined prior to the official starting dates.

b. Team champions are determined for each intramural sport listed in the annual sports program for which Commander's Cup points are awarded. The type of competition is determined prior to the official starting dates. Team champions are determined as follows:

(1) Round-robin league play--best won-lost percentage for games/matches played.

(2) Tournament play, single or double elimination; teams competing as units--winner of finals.

(3) Tournament play, single elimination; teams competing as individuals and/or doubles combinations--most progression points won. Points are won as follows:

(a) One point for each match won or bye or forfeit awarded through the quarter-finals. A player/doubles team receiving a bye or forfeit in the first round must win the competitive match following the bye or forfeit before the team is credited with progression points for the bye or forfeit.

(b) Two points for winning a semifinals match

(c) Three points for winning the individual/doubles championship.

(4) Cross-country meet--the composite team score as determined from order of finish by individual members (best five finishers) from each MAC team.

(5) Track and field meets--high composite team score determined by adding individual/relay results of each event as follows:

	<u>INDIVIDUALS</u>	<u>RELAYS</u>
First	5	10
Second	3	7
Third	2	4
Fourth	1	2

(6) Boxing and wrestling meets--most team points won. Team points are awarded in each weight classification as follows:

	<u>POINTS</u>
First	10
Second	7
Third	4
Fourth	2

### 13. USAFACFS COMMANDER'S CUP

a. The purpose of the USAFACFS Commander's Cup program is to stimulate participation in the USAFACFS sports program. The USAFACFS Commander's Cup is awarded semiannually to the MAC accumulating the greatest number of points during the previous 6-month period. The MAC awarded the trophy will retain the trophy until it is awarded for the ensuing 6-month period. The MACs competing for the trophy are listed in appendix A.

b. Scoring for the two 6-month periods will commence 1 January and 1 July. Points for participation in sports such as basketball and softball with seasons that overlap both periods will be credited in the 6-month period in which the season ends.

c. Points for the USAFACFS Commander's Cup are awarded in accordance with the provisions of appendix B.

d. To ascertain proper crediting of points, each MAC submits to this headquarters, ATTN: ATZR-PNR-S, an after-action report for each sport completed. Each report includes number of teams starting the season, unit teams dropped from the program during the season, final standings of teams, total number of contests played, total number of forfeitures, and other appropriate information. After-action reports must be received within 30 days following completion of competition. (After-action report is exempt from reports control under the provisions of AR 335-15, para 5-2.)

e. The schedules of all competition conducted within each MAC must be forwarded to the Sports Director before the date of the first contest of the scheduled activity (see para 4c(2) above). (Schedule is exempt from reports control under the provisions of AR 335-15, para 5-2.)

4. POSTPONEMENTS.

a. Round-robin league play contests normally are postponed for military contingencies or inclement weather only. For intramural contests scheduled within MACs, each command will establish its own policies and guidelines for granting postponement for quasi-military reasons such as unit parties, command functions, attending off-duty education programs, and conflicts with other intramural activities. When recurring conflicts can be predicted, A&R representatives will schedule to avoid these conflicts. Postponed contests which have no bearing on determining the unit(s) of the MAC which will advance to post playoffs will not be rescheduled. When a postponement is granted, the Sports Office must be notified prior to 1400 on the date the contest was scheduled originally. Games postponed because of inclement weather after 1400 on the day scheduled only is at the discretion of game officials.

b. Single and double elimination tournaments for team sports contests are postponed for military contingencies or inclement weather only. When a contest is postponed, it and all subsequent contests are rescheduled.

c. Single and double elimination tournaments for individual and dual sports can be postponed, but a postponed contest must be played prior to the beginning of the succeeding round of play; that is, the tournament schedule is not delayed because of such postponements.

15. FORFEITURES.

a. In team sports, a grace period not to exceed 15 minutes may be granted for the first scheduled game, or for a single game, before the game officials may declare a forfeit. Teams scheduled for second and succeeding games must be present and ready (in uniform, etc.) to play at the time specified by the schedule. If, for any reason, a contest is played after the forfeiture time has passed, this provision for the grace period, in itself, shall not constitute a basis for protest and the results of played game shall stand. If a league uses the special rule described in 16 below, the 15-minute grace period is not granted.

b. Individual sports contestants in individual sports is governed the same as mentioned in a above.

c. Forfeitures concerning eligibility during post championship competitions will result in the loss of game the ineligible player(s) participated in, loss of Commander's Cup points accumulated by the team, and dismissal from the competition.

16. SPECIAL RULE FOR INTRAMURAL SOFTBALL AND SOCCER. This provision is designed to facilitate prompt starting of games and to afford players who are present the opportunity to play without undue penalty or forfeiture; it emphasizes the recreational aspect of the intramural program. If a team has less than the required number of players at game time, the team may play as many as two players short in softball and three players short in soccer.

17. EXPULSIONS. Teams forfeiting twice because of nonappearance or for failure to field sufficient personnel to participate are dropped from the program for the duration of the sport in progress. The Sports Director is notified when teams

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are dropped under this provision. Players on teams being expelled are not eligible to participate with any other team during the course of the season in which involved.

18. PROTESTS.

a. Each MAC will establish procedures for resolving protests arising from the conduct of intramural play within its program.

(1) Protests involving disputes due to misinterpretation or misapplication of rules by game officials are submitted in writing to the Sports Office, ATZR-PNR-S, within 48 hours (2 working days) after the conclusion of the contest. Each protest is ruled upon in accordance with the official rules of the sports involved. Action on a protest must be completed within 10 working days following receipt. (Exempt from reports control under the provisions of AR 335-15, para 5-2.)

(2) Each official concerned with a protest will submit a written report of the protest and attending circumstances to the Sports Director within 24 hours (1 working day) following the contest. Copies are furnished to the A&R officer of the MAC concerned. (Exempt from reports control under the provisions of AR 335-15, para 5-2.)

b. Protests arising from conduct of varsity league programs and MAC level league programs are submitted in writing to the Sports Director within 48 hours (2 working days) after conclusion of the contest. The Sports Director will check each protest for validity, investigate the attending circumstances, and either render a decision within 48 hours following receipt, or refer the protest to the Sports Committee. The decision of the Sports Director may be appealed to the Sports Committee. Such appeal must be made not later than 48 hours after the team concerned is notified of the Sports Director's decision. The Sports Committee will meet within 7 days after a protest or an appeal has been made. (Protests are exempt from reports control under the provisions of AR 335-15, para 5-2.)

c. Protests arising from incidents occurring during post championships are ruled upon by a representative appointed by the Sports Director for that purpose. Such rulings are made prior to continuing play. Any appeal of this ruling must be made prior to continuing play. If such appeal is made, it must be recorded and play will continue. The Sports Committee will hear appeal within 24 hours. Further play in the championships are suspended until the committee has rendered its decision. The Sports Committee's decision is final.

19. REFERENCES.

a. AR 215-1. The Administration of Army Morale, Welfare, and Recreation Activities and Nonappropriated Fund Instrumentalities.

b. FM 21-10. Field Hygiene and Sanitation.

c. DA Pam 28-6. Intramural Sports for the Army.

d. DA Pam 28-9. Unit Level Recreational Sports.

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APPENDIX A

U.S. ARMY FIELD ARTILLERY CENTER AND FORT SILL  
ORGANIZATION FOR ATHLETIC COMPETITION

<u>Major Athletic Command</u>	<u>Units Competing</u>
75th FA Bde	Organic and Attached Units
212th FA Bde	Organic and Attached Units
214th FA Bde	Organic and Attached Units
30th Regt	Organic and Attached Units plus HQ Btry, USAFABD
USAFATC/Health Services	Organic and Attached Units plus HQ & Med Co Med Hold Det Dental Co HQ Cmd USAFACFS

APPENDIX B

POINT AWARDS SYSTEM FOR COMMANDER'S CUP

	<u>Points</u>
B-1. MAJOR ATHLETIC COMMAND PROGRAM POINTS	
a. For conducting league or tournament competition in team sports when specified by C&FA MOIs or other media, to include basketball, flag football, volleyball, and slow-pitch. This headquarters will direct the type of competition to be conducted, based on time and facilities available.	50
b. Points for number of units participating in league or tournament competition for <u>entire</u> season in sports listed in a above.	
Eight or more.	100
Six to seven.	75
(3) Four to five.	50
(4) Less than four.	0
c. A MAC must field a minimum of four teams for the entire season to qualify for points under a above.	
B-2. POST COMPETITION POINTS.	
a. Unit level tournament competition to include only those sports specified by C&FA MOIs to include basketball, flag football, volleyball, and slow-pitch softball. Place points (see table 1) as determined by adding place of finish points in post championship play by both teams involved per MAC.	
b. League play, meets and tournaments, individual, dual, and team competition to include tennis, track and field, boxing, wrestling, horseshoes, handball, squash, racquetball, cross-country, soccer, team handball, and senior slow-pitch, for place points, see table 2.	
B-3. HIGHER-LEVEL COMPETITION. Individual (man or woman) selected as member of a post team, or Army or higher-level team.	10 (Max per indiv)

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Table 1. Place Points for Participation in Post Tournaments in Sports Listed in appendix B, page 14, para 2a.

PLACE	NUMBER OF TEAMS					
	3	4	5 & 6	7 & 8	9 to 12	12 or More
1	100	100	100	100	100	100
2	70	75	80	85	85	90
3	40	50	60	70	70	80
4		25	40	55	55	70
5-6			20	40	40	60
7-8				25	25	40
9-12					10	20
13 and Lower						10

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Table 2. Place Points for Participation in Post Leagues, Tournaments, or Meets for Sports listed in appendix B, page 14, para 2b.

PLACE	NUMBER OF TEAMS									
	3	4	5	6	7	8	9	10	11	12
1	50	50	50	50	50	50	50	50	50	50
2	40	40	40	40	40	40	40	45	45	45
3	30	30	30	30	30	30	35	40	40	40
4		20	20	20	20	25	30	35	35	35
5			10	10	15	20	25	30	30	30
6				5	10	15	20	25	25	25
7					5	10	15	20	20	20
8						5	10	15	15	15
9							5	10	10	10
10 and lower								5	5	5

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(ATZR-PNR-S)

FOR THE COMMANDER:

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