

GENERAL REGULATIONS FOR NJROTC FIELD MEETS

1. **Purpose**. A NJROTC field meet provides cadets with an excellent opportunity to travel, visit a college campus, compete against cadets from other than local NJROTC Units, and possibly earn an individual award or help win a team trophy.
2. **Participation** at a field meet improves cadet enthusiasm and unit morale, provides an excellent opportunity for local publicity purposes and assists in recruiting efforts for new cadets and retention of current cadets. All Area 7 NJROTC Units are encouraged to participate in at least one of the Area 7 Sanctioned field meets during each school year. Participation in more than one Field Meet is often a goal for many units. These requests will be considered after all units are afforded their first choice of meet in which to participate.
3. **Area 7 Manager** will lend the greatest possible assistance to host activities and will ensure that the following will be accomplished as routine matters:
 - a. Maintain, distribute and oversee all Field Meet Regulations uniformly;
 - b. Nominate and approve NJROTC Units for participation and select the competitive field for each event;
 - c. Determine the order of competition by random drawing and notify all concerned;
 - d. Collect entry fees for university hosted events.
 - e. Assist a host NROTC unit as necessary in ordering medals and trophies, disbursing funds and assigning a local area SNSI/NSI as an Area SEVEN POC for the event.
 - f. Account for all expenses and make equitable refunds of any unused funds. (Because trophy prices for each event are fixed, units that withdraw from a competition AT ANY TIME AFTER CONFIRMATION will not be guaranteed a refund of the entry fee.)
 - g. Provide exams, answer sheets and answer keys for use during the academic portion of the field meet.
4. **Host Activity** – The Commanding Officer of each NROTC Unit or host activity will be responsible for the following:
 - a. Provide the site for all field meet events.
 - b. Assign and train personnel as judges for each event per enclosure (2) and a team of scorekeepers.
 - c. Plan and prepare a schedule of events. NROTC Units may use the forms provided (enclosure 4), or may devise any type of schedule desired, as long as the competition can be

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completed in a reasonable time. Care must be taken to avoid conflict with the academic exam and other events. All cadets must be free to participate in the academic exam.

d. Promulgate an Operational Risk Management (OPNAVINST 3500.39)/Pre-Mishap Plan containing the following:

(1) Location and telephone number of medical, fire department, police/security and other emergency response teams as required by the nature of the training being conducted.

(2) Identification and location of in-house first aid assets (first aid kits, CPR qualified personnel, etc.).

(3) Location of first response mechanical devices such as electrical isolation switches, fire extinguishers and other equipment, as applicable.

(4) Notification lists of persons or offices to be contacted in an emergency.

(5) Pertinent lists and phone numbers of anticipated chain of command interest levels, as appropriate.

(6) A simplified and workable description of correct procedures to use in making required incident or hazard reports.

(7) Procedures in effect for ORM hazard identification and management in accordance with OPNAVINST 3500.39 to include the Five Steps of Performing ORM, and Risk Management Worksheets for potentially hazardous events.

e. Promulgate information on local berthing (convenient motels, campus dormitories or military facilities available) and provide a map (campus/city) to assist in locating the NJROTC Unit and Field Day site. (Please include a copy to Area Manager, Area SEVEN.)

f. At least three weeks prior to the competition notify respective NJROTC Instructors of prescribed uniform requirements for cadets, as well as other information, which would be beneficial to participants such as the type of surface on the drill field.

g. Maintain a running total scoreboard throughout the field meet competition. The scoreboard will be placed in an area that is only accessible to the instructors and not the cadets. At their discretion, individual instructors may share this information with their unit cadets.

h. Be prepared to have the score sheets packaged and ready for the competing schools to take home after the meet. Also, provide Area 7 Manager with a summary of score sheets, final results, exams and exam answer keys on completion of the field day.

i. Trophies should be awarded for 1st thru 5th place in each competitive event, and 1st thru 5th place overall. For individual medals, 1st thru 3rd is standard. Awarding less than five places

overall for sanctioned meets will be considered on a case-by-case basis when requested to the Area Manager by the host school SNSI/NSI or NROTC POC.

5. **The Order of Competition** for each Field Meet is announced separately.

a. Except for the Area 7 Championship, the order of competition will be selected based on a random drawing. Number One always goes first for Personnel Inspection and Drill. Results of each drawing will be announced by E-mail to all concerned, well in advance of the event. If a team is entered after the random drawing which determines the order of competition, it will take the position of the team they replaced, if applicable, or go first if they are not replacing another team.

b. For the Area 7 Championship only, those teams that have finished in the top three places at any of the season's sanctioned meets have earned the right to be "seeded" in order of competition positions 6-12. The selection for "seeded" positions and those of remaining teams invited to participate in the Area 7 Championship will be via random drawing. Modifications to order of competition for the Area 7 Championship will be at the discretion of the Area Manager and announced to all participants within two weeks of the event.

6. **Schedule of Events**.

a. The field meet schedule of events will be promulgated by the host activity. Normally, the academic test, personnel inspection, military drill and pushups and sit-ups will be conducted during the morning hours, and the running events will be conducted in the afternoon. A morning meeting with the host activity OIC is optional, however the Host Unit will schedule a meeting prior to the awards ceremony for the NJROTC Instructors. No other personnel are authorized at this meeting.

b. The type and number of competitive events scheduled precludes an ironclad foul weather plan. However, every attempt will be made to complete all field meet events. If weather prevents completion of a competitive event by one or more NJROTC Units, the event will not be counted for any NJROTC Unit. Decisions regarding continuation of events due to weather are the responsibility of the OIC/Chief Judge. Individual Naval Science Instructors may withdraw their units from individual events due to weather. Lightning in the vicinity is cause for the immediate suspension of all outdoor activities. This will be strictly adhered to.

c. Every effort should be made to stay on schedule and complete the field meet as quickly as possible. Instructors, however, are cautioned that these events often run well behind schedule and that transportation arrangements should be sufficiently flexible to allow the unit to remain until all trophies are awarded and the day's events are complete.

7. **Entry**. All instructors and cadets of participating units are expected to thoroughly understand and comply with all guidance, instructions, rules and regulations provided herein. SNSI's/NSI's of each unit will be responsible for the following:

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a. Enclosure (3) must be completed for each cadet attending a NROTC hosted field meet, if required by the host activity. Completed copies for each cadet will be brought to the organizational meeting and will be provided to the Host Unit prior to commencement of the first field day event.

b. When directed, send the required entry fee to the Area Manager for university-hosted events. Fees for Area SEVEN Unit hosted events are sent to the Host Unit. Payment must be made by school or unit check.

c. Ensure the unit ORM/Pre-Mishap Plan is up-to-date with correct telephone numbers for school officials, NOK, etc.

8. **Qualifications.** A field meet team is defined as a maximum of 47 NJROTC Cadets from the NJROTC Unit. All participating cadets are required to meet the following qualifications:

a. All team members must be enrolled in a NSTC approved course of Naval Science instruction.

b. Team members must meet all requirements for interscholastic competition as defined by the host school or other appropriate board or agency. These requirements may include but are not limited to, minimum academic grade point average, attendance record, disciplinary record, etc.

c. Each team member is required to participate in the personnel inspection.

d. Each cadet must be covered by accident/hospitalization insurance prior to attending a field meet, and have a current school sports physical within the last 12 months, if participating in the athletic portion.

e. Athletic team members must be physically fit, well trained, in good health and capable of competing in their assigned events without fear of injury or illness. If there is any doubt about the health or fitness of any cadet, that cadet shall not participate.

f. Cadets who are not part of the field meet team are encouraged to attend the field meet as spectators. However, spectator cadets will NOT participate in any field meet event.

9. **Uniforms.**

a. At least 3 weeks in advance of the meet, the host unit will notify the units of the prescribed uniform for cadets and instructors. Once notification has been made, no subsequent changes shall be made.

b. All cadets will wear the uniform prescribed for the field meet during the personnel inspection, drill and color guard competition. Since certain cadets have to change into athletic attire to do pushups and/or curl-ups before participating in the academic tests, those cadets taking the test need not change back into the uniform. To preclude an unfair disadvantage to those

cadets taking the test before the personnel inspection, they may also take the academic test in athletic attire. If a cadet does not have the proper uniform or does not participate in the Personnel Inspection, the cadet shall NOT participate in any event, other than individual drill, during the competition. Cadets participating in sports events should also change into appropriate attire.

c. Regulation NJROTC issued leather shoes are required for all participating cadets.

d. It is the responsibility of the Naval Science Instructor to ensure the NJROTC unit arrives in the proper uniform. If an entire unit arrives in the wrong uniform penalties will be assessed per enclosure (6).

e. When cadets change out of their uniform into athletic attire, every member of a unit should be wearing their unit T-shirt so they are readily identifiable as a member of a particular unit.

f. Shoes must be worn by each participant in any and all athletic events, including non-running events such as sit-ups. Shoes with treads are recommended. Nubby soled track shoes commonly worn for running on hard track surfaces are authorized. Cleated or spiked shoes are prohibited, no matter what the material of construction may be. Cleated or spiked shoes are defined as any type of shoe with pronounced cleats such as baseball, football or soccer shoes, or track shoes with actual spikes. Track shoes with spikes removed and having a soft sole are authorized.

g. Instructors are expected to wear their military uniform or appropriate civilian attire, such as a polo shirt with the school's logo. The instructors must present a professional image and be readily identified as the SNSI/NSI of their school.

10. **Awards.** Area 7 Sanctioned Field Meets and the Area 7 Championship will award trophies to the top five (5) finishers in each event, and top five places overall. This is **NOT** meant or intended to raise the cost of event trophies/awards, but rather to encourage spreading the existing cost over more awards. Normally, individual medals and team trophies will be awarded at the end of the day after all events are completed and team scores have been totaled. If the awards ceremony follows the athletic events, cadets will not be required to wear the uniform. The following are important considerations:

a. NJROTC Units are encouraged to remain until after the awards ceremony is completed. These events often run longer than planned, so host unit instructors must ensure that timelines reflect sufficient flexibility to accommodate travel schedules.

b. Trophies and medals stand as awarded. Therefore, it is vitally important that all score sheets, totals and computations be thoroughly checked before the Medal/Trophy List, enclosure (16), is filled in and awards are presented.

c. Individual medals are presented for Individual Drill; however, the event does not count toward the overall championship.

11. **Spirit Award.** The Host Activity in recognition of Sportsmanship, cooperation, and esprit de corps will present the Professor of Naval Science (PNS) Trophy. A suggested evaluation sheet is provided at enclosure (17) for use at each event area.

12. **Use of Forms.** The scoring forms contained in this instruction have been carefully constructed to produce correct results in the judging and scoring of all events and in determining the correct winners in the various competitive categories. The Order of Finish form contained in enclosure (15) will also help eliminate common errors if used properly for each event. The forms are prepared using an event-by-event scheme rather than a unit-by-unit scheme. Attempts to convert this system to a unit-by-unit orientation have only produced errors. Judges and scoring center personnel must be familiar with all forms prior to the day of competition and must use them according to design. Any additional personnel that might be available can be well-used in checking all arithmetic, score sheets, academic exam scores, etc. This would facilitate more reliable and correct results.

13. **Scores.** Scoring for all Area 7 sanctioned field meets will be done using the same standard software provided by the Area Manager's office prior to the start of the first field meet of the year. Scoring will be in accordance with Navy Nationals standards using the "proportional" scoring method. This methodology ensures that the maximum number of points assigned for each event is applied to the overall score. A copy of the overall results for each event should be retained by the host activity and the originals mailed to the area manager by priority mail or e-mail, or fax immediately following the event. Unit score sheets and overall standings shall be made available to participating units at the completion of the Field Meet.

14. **NJROTC Instructor Review.**

a. The host activity shall make score sheets from each event available to the instructors following tabulation and entry to the master scoring sheet. NJROTC Instructors are encouraged to visit the scoring center throughout the day in order to review score sheets, total scores, etc. Any problems noted should be discussed with scoring center personnel. The reason for this procedure is to allow instructors to help identify mathematical or procedural errors that could lead to errors in the presentation of trophies and awards. A meeting between the instructors and the chief scorekeeper will be held to resolve any discrepancies with the final results.

b. NJROTC Instructors and cadets will not interfere in any manner with a cadet, official, inspector or judge during the competition. Any violation will result in disqualification of the instructor or cadet's team for that particular event.

15. **Sportsmanship.** Instructors and cadets shall practice and promote high standards of sportsmanship. Instruments such as drums and horns will not be discouraged during athletic events, but are specifically *prohibited* during drill events. Extreme cases of unsportsmanlike conduct may result in team disqualification by the Event OIC.