

January 2014

## **MEMORANDUM FOR ALL PARTICIPANTS**

**FROM:** 30 FSS/FSVS

**SUBJECT:** INTRAMURAL FLAG FOOTBALL

1. **GENERAL:** The Vandenberg AFB Fitness Center encourages participation of all assigned active military personnel in organized sports to ensure a high standard of competition.
2. **ORGANIZATION:** The number of teams entered will determine the number of leagues. League competition will be a round robin format. An organization may have more than one team in the league; however, they must be designated as teams 1, 2, etc... or by section name.
3. **RULES OF PLAY:** National Touch and Flag Football rules (NTFFR) and Vandenberg AFB Intramural Flag Football by laws will govern play herein.
4. **ELIGIBILITY:** Participation is open to all military personnel and civilians assigned to Vandenberg AFB and personnel on TDY status for more than thirty days. Dependents participating in the intramural flag football program must be 18 years or older.
  - A. TDY personnel must be on orders for thirty days or longer.
  - B. Individuals must be assigned or attached to the unit represented. If an individual changes squadrons during the season, he/she may choose which squadron they wish to play for. He/she will establish their eligibility by playing one game with either the losing or gaining unit. All players regardless of category of personnel must go into a player's pool prior to being placed onto any team. Once the playoffs start players may not switch teams if their unit has more than one team.
  - C. With the approval of the Intramural Sports Coordinator, squadrons, detachments or units with insufficient personnel assigned or present for duty may combine with other units in the same situation. This authority to combine will only be for the current season. The team cannot compete for commander's trophy points.
  - D. If an organization does not enter a team in the program, members of that organization may be assigned to participate with another organization entered in the program by requesting in writing their intent to the Intramural Sports Coordinator. The Intramural Sports Coordinator will place these individuals into the players' pool. Once the season has started, the team with the least amount of players on their roster will have first choice of any additional players from the players' pool. The second option will be

the team with the worst win/loss record and so on. Personnel that work for a unit but are a spouse/dependent may choose which team he/she plays for.

E. A player whose team drops from the league or forfeits out must submit their name to the Intramural Sports Coordinator to be placed in the players' pool. This includes squadrons with two or more teams.

5. **FORFEITURE:** Game time is forfeit time. A team is made up of nine players, they will be allowed to start and finish with six players. If the team does not have the required number of players the game is a forfeit. A double forfeit will be declared if both teams do not have the required number of players. A team that forfeits two games in succession or three games during the season will be dropped from the league. All games will be counted as wins for the opposition

A. The head official may declare a forfeit when a player or coach of a team refuses to conduct himself/herself in a sportsmanlike manner and according to the rules. Forfeitures under this will be final and without appeal. Using an ineligible player, if called to the attention of the Intramural Sports Coordinator before teams play their next regularly scheduled games, will be grounds for forfeiture.

6. **SPORTSMANSHIP:** Unsportsmanlike conduct will not be tolerated. Unsportsmanlike conduct can be defined as fighting, using profanity, trash talking, taunting, and basically anything that could be considered to instigate a verbal or physical altercation. Coaches are reminded that they are responsible for their conduct as well as the conduct of their players. All unsportsmanlike conduct and fights will be reported to the Fitness Center Director by the head official.

7. **ROSTER:** Rosters must be typed and turned in to the Intramural Sports Coordinator before the first game of the season. If the Intramural Sports Coordinator does not have a roster on file for a team, that team will forfeit every game until the roster is received and accepted by the Intramural Sports Coordinator. Players may be added to the roster during the regular season; however, no players may be added to the roster once the playoffs begin. Organizations may have an unlimited roster. All players can only play for one team.

8. **UNIFORM REQUIREMENTS:** Teams may provide their own uniforms or they can sign out a jersey from the Fitness Center staff. No part of the military uniform will be worn. Mouth guards are mandatory and must be worn by all players or they will not be allowed to participate. All players must wear either football rubber cleats, soccer rubber cleats or rubber soled shoes. Absolutely no metal or hard plastic baseball type cleats will be allowed. Any team caught with a player wearing metal cleats will be charged with a 15 yard penalty. The only type of jewelry that can be worn is wedding rings and they must be taped. Long pants or shorts may be worn; however, the pants or shorts cannot have any belt loops.

9. **SAFETY:** The referees may blow the whistle and stop the game to investigate the condition of a player who might be hurt, at any time, and resume play as soon as reasonable. The safety and well being of our players is always our main concern
10. **POSTPONEMENTS:** A postponement will only be granted for power failures and squadron/ base exercises that are MISSION ESSENTIAL. Unit picnics are not considered mission essential.
11. **MINIMUM NOTIFICATION OF CANCELLATION TIMES:** Any organization that fails to notify the Intramural Sports Coordinator prior to 1600 hours on the day of the scheduled contest of their inability to play due to military commitment shall forfeit their game.
12. **MAKE UP DAYS:** All make up games will be played after the completion of all originally scheduled games for the season. The Intramural Sports Coordinator will notify the coaches and unit sports representatives of the dates and times of all make up games. If the outcome of the make-up games will not allow either team to qualify for the playoffs, the games will not be played.
13. **PROTEST:** Protests will be limited to rule interpretation and player ineligibility only. All protests must be registered at the time of the incident. The official will notify both coaches that the game is being played under protest. The individual protesting the game must provide a full account of the events in the scorebook. **This action must be completed by the next down. In addition, the protest must be submitted in writing to the Intramural Sports Coordinator NLT 1200 hours of the following day. Failure to comply with the prescribed procedure will result in automatic loss of protest.**
14. **COMPOSITION OF PROTEST COMMITTEE:** The protest committee will consist of the Fitness Center Director, Intramural Sports Coordinator, and Head Sports Official. Decisions by the committee cannot be appealed. The committee will only consider protests concerning rule interpretation or player ineligibility.
15. **EJECTIONS AND DISQUALIFICATIONS:** If a coach or player is ejected or disqualified from a game, he/she will leave the immediate area (Fitness Center) which is considered within sight and sound. A player who refuses to leave the area will forfeit the game for the team he/she is playing for. A player ejected during a game is not eligible to play the next scheduled game. A player ejected twice during the regular season will not be eligible to play the rest of the season or the playoffs (decision to be made at the 30 MSG/CC level). Anyone hitting a referee or official will be dismissed for the remainder of the season. The only way a player who has been ejected twice may come back to participate in the league will be by a letter from his/her commander with justification why the player should be reinstated. The reinstatement request will be submitted to the Fitness Center Director and will be voted on by a judiciary board. NOTE: Players fighting within the jurisdiction of the officials will be suspended automatically until the facts are reviewed and determination is made. Officials will report all fights to the Fitness Center Director. Same standards apply for fighting as for double ejection. A

disqualification can occur when a player participates on two different teams or does not have base affiliation.

16. **OFFICIALS:** Officials will be qualified individuals assigned by the contracted sports officials association. They will consist of three officials and a clock operator.

17. **EQUIPMENT:** Game balls, flags, mouth guards, and score books will be provided by the Fitness Center. Teams not having their own jerseys will wear jerseys provided by the Fitness Center.

18. **LEAGUE CHAMPIONSHIP:** The teams acquiring the best win/loss record at the end of league play will be declared league champions. All three way ties will be decided by a head to head competition unless one team beat the other two teams during the regular season.

19. **PLAYOFFS:** If two leagues are formed, the top four teams from each league will be eligible for post season play. If only one league is formed, the top eight teams in that league will compete for the base championship. Competition will consist of a double elimination tournament. All players must have played at least two games during the regular season to be eligible for the playoffs.

20. **PLAYING RULES SUPPLEMENT:** The following rules or deviations pertain to league and tournament play:

A. Regulation game length will consist of two 20 minute halves and one five minute half time. The clock will stop for time outs, injuries, and the last two minutes of each half will be regulation clock.

B. Two times outs, not in excess of 45 seconds, will be allotted to each team for each half.

C. Game times will be published on the schedule.

D. Players with casts or splints will not be permitted to participate in the game.

E. Knee braces must be padded or covered.

F. Choice of KICKING, RECEIVING or DEFERING: The winner of the coin toss prior to each game will choose whether they want to kick, receive or defer.

G. Putting the ball in play: the ball shall be put into play on the 20 yard line at the beginning of the game, the third quarter and after each touchdown or field goal.

H. Line of Scrimmage: Four players from the offensive team must be on the line of scrimmage at the time of the snap. No player on the line of scrimmage shall be in a three

or four point stance. The snap must be through the centers legs or to the side of the center. A modified shotgun may be used in play. This is defined as the set up, NO CLOSER THAN THREE YARDS from the center.

I. First downs will be awarded when the offensive team advances the ball past the next zone line (20 yard increments) from which the ball was spotted from.

J. Fumbles: the ball is dead anytime it touches a player or the ground, except the quarterback on the snap. The ball will be spotted at the spot it touches the ground and cannot be advanced.

K. Downed ball carrier: the ball carrier is downed and the ball is dead anytime a flag is pulled or the player's knee touches the ground.

L. All players are eligible to receive the ball. Wide receivers may be bumped at the line of scrimmage.

M. Free kicks/punts: the offense must announce their intentions to the official. Failure to announce a kick will result in a 15 yard penalty. The team must announce a kick before the whistle is blown for play. **The kicking team will have at least four players on the line and defensive team will have three players on the line of scrimmage** during the snap and kick. No offensive or defensive player can cross the line of scrimmage until after the kick. Blocking is not allowed. A punt touched by the receiving team is dead if it hits the ground. All kicks that go into the end zone will be a touchback and cannot be run out. Two steps are allowed on a punt to pass the ball.

N. Unnecessary roughness: players will not tackle, trip, hold or rough an opponent. Infraction of this rule will result in a 15 yard penalty or touchdown, in an open field situation.

O. Running: it shall be a penalty for the ball carrier to run with his head lowered as to obstruct his vision of opposing players. A five yard penalty will be assessed. A ball carrier may spin to avoid the defensive players from reaching his/her flags. Spinning out of control that results in knocking players down will consist of a penalty of five yards. Flag guarding, swiping a defenders hand away as to avoid loss of a flag or stiff arming to do the same, will result in a five yard penalty. All players must have their shirt tucked in their pants. All players may dive, except when they are running with the ball.

P. Passing: unlimited forward passes may be thrown after the ball is snapped, from behind the line of scrimmage.

Q. Blocking: regular blocking will be allowed during a running or passing play not to extend five yards beyond the line of scrimmage. Blockers may extend their arms on a pass play. During a running play, blockers must keep hands tight against their chest and keep their elbows in.

R. Scoring: If a live ball foul is committed on a point after touchdown and the penalty is accepted, the line to gain will be the 40 yard line.

1. Touchdown is six points.
2. Conversion by run or pass is two points.
3. Safety is two points
4. Extra point is one point.
5. Field goal kick is three points.
6. Mercy Rule: If a team is up by 17 points in the last 2 minutes of the game, the clock will continue to run. If a team is up by 35 points or more at anytime during the second half of play the game is over.

S. If the game is tied after regulation play, the ball will be placed on the 20 yard line with only four downs to score a touchdown or a field goal. If we don't have a winner after the first overtime, a second overtime will be played. In the second overtime a touchdown must be scored and two point conversion must be attempted. There are no field goals in the second overtime. If the score is still tied, the game will be declared a tie.

T. Tiebreaker for Playoffs: If two or more teams are tied for the last place playoff position, the tie breaker will be decided based on head to head competition, then total points scored. The Intramural Sports Coordinator has the final say on all matters.

U. PENALTIES: Any penalties not specified will be 15 yards.

V. Practice: Effective immediately, all flag football teams are allowed to practice on the football field no more than twice a week for one hour at a time. No consecutive practices are allowed by any team (NO EXCEPTIONS). Failure to abide by these rules will result in forfeiture of your next game. All coaches will be held accountable for their team's notification of this usage.

W. SCHEDULE: Coaches are responsible for picking up their schedule and notifying all their players of times and dates. If mission commitments or weather conditions change the schedule the Fitness Center will notify the coach and the coach will be held accountable for contacting the players of their teams. The Fitness Center will keep a record of whom they contacted, date and time. **THE FITNESS CENTER WILL NOT BE RESPONSIBLE FOR NON-NOTIFICATION OF PLAYERS.**

X. The officials will have flags out there for each game. Teams are authorized to use their own ball; the ball used must be an official size and inflated to proper standards. The Fitness Center will also provide game balls. **ALL TEAMS ARE RESPONSIBLE FOR CLEANING UP THE AREA OF GAME PLAY AFTER EACH GAME.**

Y. Referees are responsible for checking the condition of the field. Looking for small holes, mud, standing water, or any other hazards. Referees are to inform players of these hazards

21. **AWARDS:** A trophy and T-shirts indicating the team's accomplishment will be awarded to the first place team. A maximum of 15 T-shirts will be awarded to the team. The second place team will be presented with a trophy.

A handwritten signature in black ink, appearing to read 'P. Coffey', with a stylized flourish at the end.

Pamela Coffey  
Director, Fitness and Sports Center