

**RULES OF PROCEDURE
FOR
SPORTS OFFICERS**

In all manners of procedure regarding members participation sports, not covered in the Command Sports Manual (hereinafter referred to as “Manual”), Sports Officers shall follow the procedures as Outlined in this section.

This section has been prepared to assist Sports Officers in the Administration of planning and implementing member’s sports program.

The District Commanders and Area representatives coordinate sports programs and submit special reports as may be requested by Command.

IMPORTANT

A prime requisite is that the Sports Officer read the Manual and become familiar with each sporting event.

DEFINITIONS

In this section of the Manual, players are classified as to their respective categories. Sports Officers will be given guidelines covering the events and the ability to define the category in which a player may be authorized to compete.

SPORTS

- 1. Cribbage all categories**
- 2. Darts all categories**
- 3. Shuffleboard all categories**
- 4. 8-Ball Pool, Singles and Doubles**
- 5. Golf**
- 6. Euchre**

Member sports sponsored and played at Dominion Command Level include (for any Legion Member and Ladies Auxiliary)

- a) Legion Crib**
- b) Legion Darts**

ENTRY FEES

While competitors are not required to pay an entry fee at Dominion Sports Championship, fees will be determined at Branch, Area, District and Command Levels. At Command Level Command Council will determine fees.

MIXED EVENTS

All events are open to Legion members in good standing and Ladies Auxiliary. Ladies Auxiliary members are eligible to participate in all Sports except Men's Events.

RULES

The rules for all sporting events in the Command are covered in the Alberta N.W.T Command Sports Manual however; *some exceptions to the format of play may be made at the Branch, Area, and District levels to encourage participation.* The rules must be strictly enforced at all levels of play.

SPORTS OFFICERS RESPONSIBILITY

At the Branch level the Sports Officer may be called upon to interpret or clarify a rule to resolve a disagreement.

Should a member planning to participate in an event arrive at the registration desk without a Legion Card as required by Command Regulations a Declaration for Participation in a Legion Sport must be used.

Declaration forms are not acceptable or valid at Dominion Competition.

Branch Sports Officer Area Representative and District Commanders must maintain and keep a copy of playoff results. Records must include the player's name, address, telephone number and type of membership classification, membership number.

When an Area holds a play down in any Command or Dominion Sport, the Area representative is the designate Sports Officer. The designate will forward the original entry forms, record the results of the winning entry and as soon as possible forward winning entry's to the Branch hosting the District event and a copy to the District Commander.

Prior to Command playoffs, the District Commanders shall be responsible for assembling the original winning entry registration forms and forward them to the host Branch, the host

District Commander and the Command Sports Officer. When sending entries to Area, District or Command Sports Officer, the person forwarding the application shall ensure the proper form has been completed, otherwise a team of individual may by unnecessarily disqualified.

REGISTRATION

Immediately prior to competition the Sports Officer shall:

- **Visit the Branch prior to registration and prepare the registration area including personnel to distribute any information packages.**
- **Work in unison with the Branch in finalizing details for the Opening Ceremonies: e.g. Ritual available Colors, music for our National Anthem, Last Post and Reveille and God Save the Queen. (Host Branch to utilize the Host Branch Responsibilities found at the end of each to the Sports Categories.)**
- **Have copies available of Command Sports Manual, Dominion Command Sports Guide and the General By-laws.**

Once competition has commenced, the Branch Sports Officer shall:

- **Be available to assist the Area, District or Command Sports Officer**
- **While the Sports Officer, Branch Officers in attendance must be in uniform for the opening and closing ritual and for the presentations of awards. Casual wear is acceptable during the actual play.**

COMMAND SPORTS

When a particular sport does not advance past the Command stage such as mixed events, including Golf, Shuffleboard, the Command Sports Officer shall send the list of winners to the Command Office.

IT IS THE RESPONSIBILITY OF THE WINNING Branch to have the appropriate engraving done locally and mounted to the Command Master Trophy.

Should a dart player score a “180” qualifying for a Command Pin, the appropriate form must be completed and forwarded to Command. The Sports Officers must have a supply of these forms as well as “180” pins. (Approximately 6) Branch Playoffs do not qualify for Command “180” pins.

DOMINION COMMAND CHAMPIONSHIPS

When a Command Championship competition is completed and the winners are to advance to Dominion Command Competition, the Command Sports Officer shall immediately complete the winning forms and forward to the Command Office.

- **Command Office will provide accommodation information.**
- **Participants will make their own travel arrangements and submit receipts for reimbursement. In addition, a per-diem is paid to each participant.**
- **Each participant attending the Dominion Command Championship is advised to arrange for giveaways such as pins or souvenirs. Command giveaways are limited.**
- **Cities, Towns, Chamber of Commerce, Tourist Bureaus and some large Corporations often have giveaways to offer out of Province Competitors.**
- **It is not necessary for the Sports Officer to become involved in giveaways but if requested, may be able to assist.**

SPORTS OFFICERS

While Sports Officers are not expected to know everything about each event, they are expected to assist when possible, and to encourage participation at all levels, when in doubt, call the Area Representative, District Commander, or the Command Sports Officer.

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