Brigade Standard Operating Procedure

In order to identify and capture efficiencies; measure and improve effectiveness; and define and assign accountability, the SDUSD Joint Brigade has standardized operational procedure. This set of Standard Operating Procedures (SOPs) is in place to facilitate the planning and execution of Joint Brigade events by the Joint Staff and their subordinate units. Through these series of well-understood and repeatable processes, this SOP book establishes a more cohesive and comprehensive command and event structure. Additionally, this book facilitates continuity from event to event, and from one staff to the next. Providing the framework for development and refinement of operating procedure, the SDUSD Joint Brigade SOP enables the cadets and cadre of the Joint Brigade to set the optimal conditions for success and execute with precision and style.

Each event is located under one of the ten annexes listed below. In each annex is information on how to execute each event in an organized manner meant to maintain a comprehensive reference to facilitate a smoother event as a result of better, more organized event planning dynamic.

Annexes:
Annex A - Cadet Picnic
Annex B - Food Drive
Annex C - Regulation Drill
Annex D - Academic League
Annex E - Academic Bowl Championship
Annex F - Archery League
Annex G - Cadet Ball
Annex H - Cadet Challenge
Annex I - Exhibition Drill
Annex J - Pass in Review
Annex A - Cadet Picnic

I. Execution:

A. Concept of the Operation: The following is a schedule outlining critical events and times.

1. Units should depart from their school sites to Admiral Baker field, establish a picnic area, and prepare for formation by 0845hrs.

2. Units CDRs will report to the BDE Staff Information Table immediately upon unit arrival.

3. Brigade Formation will begin at 0900hrs.

4. Games will begin NLT 0915hrs and will continue through the day. All individual events will be detailed in the adjoining annexes.

5. Closing ceremony will commence immediately after the last event.

6. Units will not depart until clean-up duties are completed.

7. Units will safely depart to their school sites.

B. Tasks to Subordinate Units

2. Units are responsible for coordinating their own bus transportation to and from the Cadet Picnic.

3. Unit Commanders must review the Opening Ceremony sequence and have units formed by 0900hrs to begin the event.

4. Units must bring the necessary equipment to conduct their assigned events. Cadre supervision is required to ensure that the events are conducted safely and judged fairly.

5. Copies of all necessary documents for your unit must be made prior to picnic.

6. Designated HS will provide the Brigade Color Guard.

7. All units will submit an After Action Review to the Brigade Staff and Program Managers Office. Cadre will forward the AAR to 1SG (Ret) Roy Olson at rolson1@sandi.net. Unit Commanders will forward the AAR to the Brigade Staff at sdsdjrotc@gmail.com.

C. Uniform:

☐ All participating cadets will proudly wear their individual school's fitness attire. Cadre will wear unit identifying attire (i.e. Polo shirt, no jeans pants/shorts)
Coordinating Instructions:

**Judges:**


2. A Brigade Staff representative will come get the results from you. If a staff member does not come to retrieve results, then turn in results at the Competition Information Table near the Cook Shack.

3. Brigade Staff members will be the primary coordinators for each competition. **Brigade Staff will judge the competition and will provide all instructions and equipment.**

4. Please review the rules closely to ensure that you understand the requirements. Cleats may **NOT** be worn for any event; all game participants must wear shoes.

5. Additional guidance:
   
a. **Please do not modify the rules!** Teams will be practicing based on the rules distributed in the pre-event meeting.

b. Do not disqualify cadets in the middle of the competition. Allow them to finish, then explain the reason for disqualification.

c. Units may allow cadets to participate in multiple events; **HOWEVER,** if the whole team is not present or ready to compete within 5 minutes of the start time, it will be disqualified.

F. Cadet Picnic Inventory Checklist

<table>
<thead>
<tr>
<th>Sack Race</th>
<th>Extra Supplies</th>
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</thead>
<tbody>
<tr>
<td>5 sacks</td>
<td>4 water jugs</td>
</tr>
<tr>
<td>30 hurdles</td>
<td>Speakers</td>
</tr>
<tr>
<td>60 cones</td>
<td>Brigade Colors and stands</td>
</tr>
<tr>
<td><strong>Egg Balance</strong></td>
<td>Index cards</td>
</tr>
<tr>
<td>4 eggs</td>
<td>Score board</td>
</tr>
<tr>
<td>8 paddles</td>
<td>3 air horns</td>
</tr>
<tr>
<td><strong>Tank Tube</strong></td>
<td>7 stopwatches</td>
</tr>
<tr>
<td>5 tubes</td>
<td>Pens and clipboards</td>
</tr>
<tr>
<td><strong>Relay Race</strong></td>
<td>3 score sheets (for all games)</td>
</tr>
<tr>
<td>4 tunnels</td>
<td>20 extra cones (for boundaries)</td>
</tr>
<tr>
<td>4 medicine balls</td>
<td>Basketball pump</td>
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<tr>
<td><strong>Tug of War</strong></td>
<td>Walkie-talkies and charges</td>
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<tr>
<td>1 rope</td>
<td>First aid kit</td>
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<tr>
<td><strong>Hot Shot</strong></td>
<td>Megaphone</td>
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<tr>
<td>6 basketballs</td>
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</table>
All Schools:

1. Cadet Brigade Staff will run the entire event and will not participate in individual competitions.

2. The Brigade Executive Officer will assign areas to each school for cleanup duties. All cadre will supervise their units. **If a cadet wishes to leave early, the cadet must notify his/her instructor before doing so. No school is to depart from the picnic area until the clean-up is complete.**

3. The Awards Ceremony will follow after all games have been completed. Trophies will be presented to the first, second, and third place teams in each event, and the perpetual trophy for Overall First place--NO other awards will be given.

4. We have reserved Areas 1, 1A, 1B, 2, 3, 8 & 9. Remind your cadets to remain in our assigned areas. Other organizations are present and have reservations adjacent to our areas.

Senior Military Instructors:

1. Cadre are also requested to monitor the surrounding area to ensure that cadets are not on the golf course, in or around the mobile home park, or on the children’s playground equipment.

2. One instructor must stay behind until all cadets have left the park.

3. The district mandates that one instructor must be present on every bus with cadets.

4. Commander’s Critical Information Requirement (CCIR) – Immediately report:
   - Any injury to a JROTC student.
   - Student identified as missing.
   - Any suspicious individual who is not part of the SDUSD Joint Brigade.

5. Coordinate with bus drivers to be picked up from Admiral Baker Park at 1530hrs.

Appendices:

Appendix 1 – Sample Cadet Picnic Brigade Formation Diagram
Appendix 2 – Unit Game Roster
Appendix 3 – Judge’s Final Standings Score sheet
Appendix 4 – Points Chart
Appendix 5 – Game Schedule and Rules
Appendix 6 – Lunch: Dance Competition
Appendix 7 – Human Tunnel
Appendix 8 – Safety Risk Management
Appendix 1 - Sample Cadet Picnic Brigade Formation Diagram

**SEQUENCE OF EVENTS**

1. BDE XO: “Bring your units to attention”
   (units start from left to right)
2. Unit CDRs: “Battalion/Wing, Attention”
3. BDE XO: “Colors Post”.
   *Color Guard moves forward  Color Guard Present Arms*
4. BDE XO: “Bring your units to Present Arms” (Playing of National Anthem) *Color Guard marches off field*
5. BDE XO: “Bring your units to Order Arms”
6. BDE XO: “Ma’am, the Brigade is formed” (XO moves in position with Staff)
7. BDE CDR: “Parade Rest”
8. BDE CDR: Gives welcoming comments
9. BDE CDR: “Brigade, Attention”
10. BDE CDR: “Commanders, take charge of your units and let the competition begin.”
## Appendix 2 – Unit Game Roster

<table>
<thead>
<tr>
<th>Tank Tube</th>
<th>Relay</th>
<th>Sack</th>
<th>Egg</th>
<th>Hot Shot</th>
<th>Tug (M)</th>
<th>Tug (F)</th>
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<td></td>
<td>Sack</td>
<td>Relay</td>
<td>Tank Tube</td>
<td>Egg</td>
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### Appendix 4 – Points Chart

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<th>Placings</th>
<th>Sack</th>
<th>Relay</th>
<th>Tank Tube</th>
<th>Egg</th>
<th>Hot Shot</th>
<th>Tug (M)</th>
<th>Tug (F)</th>
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<td>30</td>
<td>8</td>
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<table>
<thead>
<tr>
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<th>Total Pts</th>
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<td>Hoover</td>
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<td>Lincoln</td>
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<td>Morse</td>
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<td>Madison</td>
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<td>Pt Loma</td>
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<td>Serra</td>
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<td>Scripps Ranch</td>
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<td>Mira Mesa</td>
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<td>Crawford</td>
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<tr>
<td>University</td>
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</table>
Appendix 11 – Games schedule and rules

GAME SCHEDULE

This schedule will allow us to complete all competitions in the allotted time. Remember, all races this year are back-to-back, so using the same cadets in multiple events may impact their performance.

0915 – 0935 TANK TUBE
0940 – 1000 RELAY RACE
1005 – 1030 SACK RACE
1035 – 1055 EGG BALANCE
1100 - 1130 HOT SHOT
1140– 1300 LUNCH PER SCHEDULE
12:15 TALENT SHOW BEGINS
1315 - 1340 HUMAN TUNNEL RACE
1400 – 1445 TUG OF WAR FINALS

Immediately Following Tug of War – Formation and closing ceremony

1500 – 1530 FORMATION AND AWARDS CEREMONY
1530 CLEANUP AND BUS PICK-UP
**Tank Tube**

1. This event has THREE Final Heats in 4/4/5 format. The top three schools are determined by the fastest times recorded.

2. Each school will enter one team consisting of 6 males and 6 females. It is recommended that cadets in each group are of similar height.
   a. Male teams are comprised of males, and female teams are comprised of females, NO MIXING GENDERS. Substitutions are not allowed.

3. The race is conducted as follows:
   a. The male team will line up behind the starting side inside the tube and the female team will line up and wait behind the other side.
   b. At the whistle, the male team will:
      1. Work together to move 50 feet as a group and stay within the tube
      2. Once the male team reaches the other side, the male team will swap with the female team, which will then race 50 feet back
      3. The time will be recorded when the last member crosses the finish line

4. If a member falls out of the tube, the entire team must stop moving and wait for the fallen member to get back inside the tube.

5. No substitutions of team members are allowed.

6. Teams are disqualified if:
   a. The team starts prior to the whistle.
   b. The team does not stay in their assigned lane and enters another lane.
   c. The team continues to move if one of the members falls out

7. There are 10-second penalty for rule infractions!

8.
## Tank Tube Score Sheet

### Heat 1

<table>
<thead>
<tr>
<th>School</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>School 1</td>
<td>_____</td>
</tr>
<tr>
<td>School 2</td>
<td>_____</td>
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<tr>
<td>School 3</td>
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<tr>
<td>School 4</td>
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</tbody>
</table>

### Heat 2

<table>
<thead>
<tr>
<th>School</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>School 5</td>
<td>_____</td>
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<tr>
<td>School 6</td>
<td>_____</td>
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<tr>
<td>School 7</td>
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<td>School 8</td>
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</tbody>
</table>

### Heat 3

<table>
<thead>
<tr>
<th>School</th>
<th>Time</th>
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</thead>
<tbody>
<tr>
<td>School 9</td>
<td>_____</td>
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<tr>
<td>School 10</td>
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<tr>
<td>School 11</td>
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<td>School 12</td>
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<tr>
<td>School 13</td>
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</tbody>
</table>
**Relay Race**

1. This event requires FOUR Final Heats in 4/3/3/3 format. THE TOP THREE SCHOOLS WILL BE CHOSEN BY THE FASTEST RACE TIME.

2. Team consists of 5 male and 5 female members.

3. Course is 50 yards long. There will be five runners at each end and each runner will run one length of the course.

4. The member will carry the medicine ball across the field while going through a tunnel. The member is not allowed to throw the ball inside the tunnel. It must be with the member at all times.

5. **Important:** The next team member CANNOT cross the start line until the medicine ball is passed behind the line. The approaching runner can reach out, but exchange will take place behind the line. The dropped ball must be picked up. There is no penalty for a dropped ball.

6. There is no specific running order, but the cadets may only run once.

7. There is a 10-second penalty for any rule infraction

8. No substitutions allowed!
## Relay Race Score Sheet

<table>
<thead>
<tr>
<th>First Heat</th>
<th>TIME</th>
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</thead>
<tbody>
<tr>
<td>School 1</td>
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<td>School 2</td>
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<td>School 3</td>
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<td>School 4</td>
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</table>

<table>
<thead>
<tr>
<th>Second Heat</th>
<th>TIME</th>
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<tbody>
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<td>School 5</td>
<td>_____</td>
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<td>School 6</td>
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<td>School 7</td>
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<table>
<thead>
<tr>
<th>Third Heat</th>
<th>TIME</th>
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<tbody>
<tr>
<td>School 8</td>
<td>_____</td>
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<tr>
<td>School 9</td>
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<td>School 10</td>
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<table>
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<tr>
<th>Fourth Heat</th>
<th>TIME</th>
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<td>School 11</td>
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<td>School 12</td>
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<tr>
<td>School 13</td>
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</table>
Sack Relay

1. This event requires FOUR Finals Heats in 4/3/3/3 format. THE TOP THREE SCHOOLS WILL BE CHOSEN BY THE FASTEST RACE TIME.

2. Each team will consist of 4 female and 4 male cadets.

3. Each team will jump over six linear obstacles during the race. Each team member has to hop over the bars attached to the cones without knocking them over.

4. If the team member knocks over the bar, a Brigade Staff member will return the bar to its original position.

5. Each cadet will complete one leg of the race with both legs entirely in the sack.

6. Cadets must start behind the line and cross with both legs still entirely in the sack.

7. There is no specific running order in the race, but each of the 8 cadets may only run once.

8. There is a 10-second penalty for any rule infraction
   - Starting early
   - Starting on or in front of the starting line
   - Knocking over cones/bar
   - Legs not entirely in the sack

9. No substitutions allowed!!
**Sack Relay Score Sheet**

<table>
<thead>
<tr>
<th>Heat</th>
<th>School 1</th>
<th>School 2</th>
<th>School 3</th>
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<td>First Heat</td>
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<tr>
<td>Third Heat</td>
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**Egg Balance**

1. This event requires FOUR Final Heats in 4/3/3/3 format. THE TOP THREE SCHOOLS WILL BE CHOSEN BY THE FASTEST RACE TIME.

2. Teams consist of 4 male members and 4 female members.

3. The race will be conducted as follows:
   - The first person will balance the egg on top of the racket with the egg lying sideways. Once the egg is already placed to its position, the member **is not allowed** to touch or move the egg.
   - The member will try to move across the field as fast as possible without dropping the egg on the ground.
   - During the race, the moving member must place one hand behind his/her back.
   - Once the team member reaches the other side, he/she must transfer the egg to the next member’s racket without touching the egg.

4. If the team member drops the egg during the race, he/she **CANNOT** use hands to pick up the egg to place it back on the racket.

5. There is no specific running order, but each of the 8 cadets may only run once.

6. There will be a 10 second penalty for rule infraction.
   - Starting early
   - Starting on or in front of the starting line
   - One hand not behind his/her back
   - Using any part of the body to advance the egg
   - Using any part of the body to pick up the egg when dropped
   - Throwing the egg to transfer to another team member

7. No substitutions allowed!
Egg Balance Score Sheet

<table>
<thead>
<tr>
<th>Heat</th>
<th>School 1</th>
<th>School 2</th>
<th>School 3</th>
<th>School 4</th>
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<tbody>
<tr>
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<tr>
<td>Fourth Heat</td>
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</tbody>
</table>
Basketball Hot Shot Competition

1. Single elimination competition. Teams shoot on their own half-court by designated Rounds and highest-scoring teams will advance. If there is a tie, then each team chooses its best shooter and free throw shoot-out will be conducted.

2. Each team will comprise of 6 shooters – 3 males and 3 females.

3. Teams are selected randomly, and will line-up at the half-court point, facing their basket. Teams can choose a shooting order, and all teams will shoot simultaneously.

**RULES:** Each competitor is allowed 30 seconds for shooting. Each shooter will start from the free throw line and the next designated shooter will rebound the ball. At the whistle, shooter will take a free throw shot and proceed to shoot from any of the other marked surfaces. **NOTE:** Only a maximum of three points may be scored in the lay-up area. The total amount of points by the team will determine a winner.

**SCORING SYSTEM:**

- **SHOOTER MUST BE ONE STEP WITHIN THE CONES**

Lay-up area basket is worth 1 point (maximum of three points may be awarded from this area). Free throw line basket is worth 2 points. Open area basket is worth 3 points. Outer arc area is worth 4 points. Corner outer arc area is worth 5 points.
Hot Shot Competition  Advancement/Placing Format

First Round –
Randomly designated teams #1-6 compete first.

Randomly designated teams #7-13 compete second.

Previous year’s winner has bye.

• Top 6 scoring teams and Bye team advance to second round. The highest scoring team in Round 1 will have a bye in Round 2.

• If there is a tie for the Bye Team or for advancement into Round 2, tied teams designate a shooter and get 3 free throws to determine Bye or advancing team.

• Places 8-13 are determined by eliminated team’s total points in Round 1.

Second Round –
Highest scoring team from Round 1 has Bye. Other five high scoring teams and previous year’s winning team will compete.

• Top 3 teams and Bye team advance to third round.

• If there is a tie for advancement into Round 3, tied teams will designate a shooter and get 3 free throws to determine advancing team.

• Places 5-7 are determined by eliminated team’s total points in Round 2.

Third Round –
Top 3 teams from Round 3 and bye team from Round 2 compete.

• Top 2 teams advance to Final Round.

• Places 3-4 are determined by total team points.

• If there is a tie for advancement into Finals, tied teams will designate a shooter and get 3 free throws to determine advancing team.

Final Round –
Top two scoring teams in Round 4 determine 1st and 2nd Place.
**Hot Shot Score Sheet**  **Single Elimination**

**Round 1**

<table>
<thead>
<tr>
<th>Location</th>
<th>School</th>
<th>Points</th>
<th>Place</th>
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</thead>
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<td>Court 1</td>
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<tr>
<td>Court 2</td>
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<tr>
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<td>University</td>
<td>______</td>
<td>____</td>
</tr>
<tr>
<td>Court 3</td>
<td>Madison</td>
<td>______</td>
<td>____</td>
</tr>
<tr>
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<td>Scripps Ranch</td>
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</tbody>
</table>

| 1145 hrs   |                    |        |       |
| Court 1    | Mira Mesa          | ______ | ____  |
| Court 1    | Kearny             | ______ | ____  |
| Court 2    | Crawford           | ______ | ____  |
| Court 2    | Pt Loma            | ______ | ____  |
| Court 3    | San Diego          | ______ | ____  |
| Court 3    | Patrick Henry      | ______ | ____  |

- Previous year’s winner has bye for Round 1
- NOTE – Highest scoring team from Round 1 gets Bye in Round 2
### Round 2

<table>
<thead>
<tr>
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</tr>
<tr>
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### Round 3

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### Finals

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<tr>
<td>Court 1</td>
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</tr>
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</table>
**Tug-of-War**

1. Each school will have two teams, one of 10 males and one of 10 females. The teams will compete by gender.

2. Teams will be assigned by random draw.

3. The event starts with all cadets in the push-up (down) position with both feet towards the rope and body perpendicular to the rope. At first whistle, cadets will go to the push-up (up) position. At second whistle, cadets will stand up, turn, grab rope and start pulling. The stop whistle will sound when one team has pulled the rope’s center flag past the predetermined point.

4. No team will have less than 3 minutes of rest between matches.

5. No gloves, cleats, or boots will be worn.

6. All cadets in team must face the same direction when pulling. Anchorman cannot turn and face opposite direction.

7. **No substitutions under any circumstances. If a cadet is injured, team must compete with one less member.**

8. Previous year’s winner has bye - Winners from previous year competition will go against **Heat One** winner in order to allow maximum rest time.
## Tug-o-War Score Sheet

### Heat One

<table>
<thead>
<tr>
<th></th>
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### Heat Two

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</thead>
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<tr>
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### Heat Three

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### Heat Four

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### Heat Five

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</thead>
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<td>Tm 10</td>
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</table>

### Heat Six

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<th>MALE</th>
<th>FEMALE</th>
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<tbody>
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<tr>
<td>Tm 12</td>
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</table>

### Bye

<table>
<thead>
<tr>
<th></th>
<th>MALE</th>
<th>FEMALE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tm 13</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Winner from heat one

Male and Female teams - Previous year’s winner has bye
Appendix 6 – Lunch: Dance Competition

**Talent Show/ Dance Off**

- Dancers must provide their own music, and are responsible for ensuring that their phones, MP3s, iPods or other devices are compatible with the speaker system.

- **Maximum of 1 performance from each school**

- Dancers/Performers will perform a choreographed/freestyle dance or any type of performance.

- The performance will not be longer than one minute long.

- No profanity is allowed in the competition (including in the music).

- BDE Staff will provide appropriate play list for the free style portion.

- **Any dance deemed inappropriate will be immediately disqualified.**

- Performers will be judged on the creativity, originality, technique, and entertainment level of their dance.

- TURN IN TO THE BRIGADE STAFF THE MORNING OF, A 3 BY 5 INDEX CARD OF THE PERFORMERS’ NAME AND SCHOOL

  Index Card WILL include:
  - Rank, Name (Last, First)
  - School
  - (OPTIONAL) 1-2 sentences for the hosts to introduce your dance piece to the audience, if one isn’t created, then the hosts will create one for dancers.

*It's recommended that cadets signed up arrive BEFORE the talent show begins to avoid any complexity during the event.*
Sample Dance Competition

Schools in order of appearance

1. Scripps Ranch
2. University City
3. Point Loma
4. Madison
5. Serra
6. Crawford
7. Patrick Henry
8. Kearny
9. San Diego
10. Hoover
11. Morse
12. Mira Mesa
13. Lincoln

Appendix 8 – Safety Risk Management

- Wear comfortable clothing and appropriate shoes.
- Hydrate properly before, during, and after the event.
- Inform instructors of health issues that may pose a problem throughout the day or during physical activity.
- Apply adequate sunscreen to prevent skin damage.
- Bring personal items if needed (i.e. sunscreen, inhaler, tissues)
Annex B - Food Bank

I. Execution:

A. Concept of the Operation: The JROTC Holiday Food Drive is designed to motivate cadets to seek food donations, with a genuine spirit of community service and an attitude of giving back to the less fortunate. A scheduled media event at the end of the Food Drive will highlight the winning school’s contributions. All other units are expected to attend with a symbolic donation (i.e. card showing number of pounds donated.) The JROTC Unit that obtains the most pounds of food per cadet is declared the winner of the Holiday Food Drive, and will host the media event. The winning unit will also receive a Community Service streamer at the Brigade Pass in Review Parade the following May.

Phase 1 – Planning: In this phase, units should begin planning their strategy by setting donation goals and establishing timelines/milestones. The strategy should include advertising events, contacting school leaders, community leaders and organizations, and teaching cadets the importance of service to others.

Phase 2 – Execution: How are you going to conduct your Food Drive? How are you going to store the food and where? How are you going to calculate and record the donations? Where are you going to donate your contributions? Have you designated a method of recognizing individuals for the personal contributions?


B. Tasks to Subordinate Units

1. Units need to ensure that cadets seek donations within personal networks: parents, relatives, friends, and contributing organizations. Door to door solicitations are discouraged.

2. Ensure that the food is weighed, and that weight is accurately recorded and reported to the Brigade Headquarters in a timely manner. No exceptions. The donation total weight must be verified and validated by a unit instructor. Please include a group photo of cadets around the final collection of donated goods.

3. Contact Brigade Headquarters if you wish to donate to the San Diego Food Bank. Brigade Headquarters will coordinate with the San Diego Food Bank for a consolidated pick-up date. Donations to any other organization must be coordinated by each individual school.

4. All units will submit After Action Review comments to Program Managers Office. Forward AAR to 1SG (Ret) Roy Olson at rolson1@sandi.net.

C. Uniform:

N/A
D. Coordinating Instructions:

1. Cadets seeking food donations should be provided with a letter of authorization, especially if they plan to approach a contributing organization (i.e. Albertson’s, Vons, etc.)
2. Competition between companies and classes stimulates participation and donations.
3. Winner will receive the FOOD DRIVE streamer.
4. No significant risk is identified, as long as cadets do not go door to door for donations.

Appendices: N/A
Annex C - Regulation Drill

I. Execution:

A. Concept of the Operation: The Regulation Drill competition will be conducted in six separate phases:

1. Unit Inspection, one inspection for all competitions - (Platoon and Squad will be done together, Best Drilled Individual and Color guard will be during their competition)
2. Platoon/Flight Drill Competition - January
3. Squad/Element Drill Competition - January
4. Awards Ceremony
5. Varsity & 1st Year Color Guard Competitions- December Serra HS
6. Best Drilled Individual Level 1-4 Competitions- December Serra HS
7. Awards Ceremony

It is the responsibility of each unit to process through each phase after the Platoon/Flight competition; there will be no established performance time. Unit performance time at Squad/CG/BDI competitions will be determined as competitors check in. It is imperative that units proceed immediately and smoothly after completing each phase.

B. Tasks to Subordinate Units

1. The host school is responsible for preparing all Regulation Drill competition areas. Each area, including a spectator area, rest area, and facilities needed for visiting guests, will be clearly marked. In addition, Madison will provide eight score sheet runners in uniform to augment the Brigade Staff.
2. Units will prepare their Platoon/Flight, Squad/Element, Color Guards and Best Drilled Individuals at school sites in accordance to the enclosed Annexes. Units must bring all the necessary equipment to conduct their events (i.e. Drill Rifle with sling, unit flags, etc…)
3. Unit Commanders will execute the respective commands in the Platoon, Squad and Color Guard competitions: During BDI, the unit will identify a cadet or cadre to give the commands to the BDI competitors while they perform the stationary and marching movements. The individual giving commands to the BDI competitors may use a score sheet as a guide.
4. The Color Guard will review the drill execution checklist. Units will no longer case Colors at the end of routine, but uncasing is still required.
5. Units will be transported to the Regulation Drill competition at the host school by district transportation.
6. Winners from the previous year must bring trophies to Revere Center
7. All schools will submit the following information to 1SG (Ret) Roy Olson at rolson1@sandi.net AND the Brigade Staff at sdusdjrotc@gmail.com:
8. All Unit/Team Commanders must report in with the Brigade CP immediately upon arrival. Each school will be given all their score sheets for the competition. Team Commanders MUST provide these sheets to the judges upon arrival at each event.
9. Awards Ceremony will follow after all competitions are complete. Perpetual trophies will be presented to the first, second, and third place Individual and for Team events. The winner of the perpetual First place trophy for Best Drill Overall Unit will be determined by the total points a team received in all competitions, both in the drill and inspection phases. The trophy will then be presented at the Brigade Pass and Review Ceremony in May. For a team to be eligible for the Best Drill Battalion trophy, it must participate in all four phases (Platoon/Squad/CG/BDI) of the competition.
10. All units will submit After Action Review comments to the Program Managers Office. SMI's will forward them to 1SG (Ret) Roy Olson at rolson1@sandi.net and Unit Commanders will forward them to the Brigade Staff at sdusdjrotc@gmail.com.

C. Uniform:

All competitors will wear the appropriate Service Short Sleeve Uniform with at least their nametag and permanent cadet rank. Cadets may not wear sweaters or jackets during the inspection phase.

D. Coordinating Instructions:

1. Units participating in Drill Competitions
   A. Units may participate in any of the events with less than the required number of cadets, but will receive no official score for BDS; however, there will be point deductions for BDP.
   B. In the event of a tie in any of the events, the winner will be the team/individual with highest inspection score, followed by the Head Judge score.
   C. A tap-out competition will be conducted in the Gym prior to the awards ceremony if time permits, and will be conducted by the Cadet Brigade Staff. If tap-out is conducted, each unit will enter no more than 5 cadets with drill rifle.
   D. One Instructor must be on the bus with cadets at all times.

2. Brigade Staff will:
   A. Operate and man the Competition Information table
   B. Provide assistance/recorders throughout competition to Inspectors at every station.
   C. Turn-in, consolidate, and secure all grading sheets at the Information table.
   D. If time permits, conduct a Brigade Tap-Out competition.
   E. Coordinate photo coverage and submit an article to the JROTC Program Manager NLT one week after competition.
Appendices:
Appendix 1 - Unit Inspection Procedures
Appendix 2 - BDS/BDP Competition Procedures
Appendix 3 - Color Guard Competition Procedures
Appendix 4 - BDI Competition Procedures

Appendix 1 – Unit Inspections

1. Unit Commanders must present the Unit Inspection Grading Sheets to the JROTC Brigade Staff member upon arrival at this event. Packet should include 1st Squad (different color) and 2nd & 3rd Squad score sheets (Figure 1). Each squad starts with 20 points, and points are deducted for every infraction.

2. Commander will place the unit in an open-ranks formation. Inspection begins when the commander reports in to Head Judge using the following format:

   “Good morning/afternoon, Sir/Ma’am. Cadet ___________ from ___________ HS, ready for the Regulation Drill Competition Inspection, Sir/Ma’am.”

3. All units are inspected in the Platoon/Flight area. Inspection will carry 25% of the total unit points. The Unit Commander and each squad/element will be inspected.

4. Due to time constraints and the sizes of the units, judges will visually inspect all team members, but will not ask questions or assess general knowledge.

5. The 1st Squad/Element grading sheet will be clearly color-coded and used again in the Squad Drill competition, but a separate Squad/Flight inspection at that location will not be conducted again.

6. Inspection includes but is not limited to:
   a. Uniform appearance and equipment
   b. Personal Hygiene
   c. Bearing and poise
### Inspection Sheet Example

**Inspection Score Sheet**

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**NOTE:**

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**NOTE:**

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<th>18</th>
<th>19</th>
<th>20</th>
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</table>

**NOTE:**

*Final Score: ____________________*

School Name: | Headgear | Footwear |
-------------|----------|----------|

<table>
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<tr>
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<th>Shave</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Uniform</th>
<th>Posture</th>
</tr>
</thead>
</table>

Judge Name: | Brass | Pockets |
|-----------|-------|---------|

<table>
<thead>
<tr>
<th>Insignia</th>
<th>Ribbons</th>
</tr>
</thead>
</table>

Judge Signature: | Comments:
|----------------|-----------------|
Appendix 2 - BDS and BDP Competition Procedures.

Commander must have the designated score sheet for each event in his/her possession and give it to the Head Judge in the Unit Holding Area before entering the Drill Pad. Three judges will grade the Drill competition—one judge is designated as Head Judge and the other two are designated as the Field Judges. All judges will circulate about the drill pad, but the Head Judge will specifically observe the boundary and the Commander’s performance while the Field Judges will monitor the unit’s execution of commands and report any violations to the Head Judge.

The composition of teams and sequences of commands are in this annex. Commands are to be followed exactly and in compliance with the appropriate service manual. A five-point penalty will be given for each movement added, omitted, or executed out of sequence (up to a total of 25 points).

The Plt/Sqd Leaders may not use notes or receive coaching while their team is on the Drill Pad. Calling cadence is allowed. The BDP and BDS movement scoring sheets consist of 75% of the total score and are consolidated with the Inspection sheets for total team score.

A. Best Drill Platoon/Flight and Squad/Element Competition:

1. Each JROTC unit will select their best drilled cadets to form a Best Drilled Platoon/Flight (BDP) to compete against the BDPs from other Joint Brigade units. The 1st Squad/Element of the competing BDP will compete in that specific category. Both competitions are conducted on the same day with each unit competing in the BDP category and then immediately in the BDS competition.
2. Uniform will consist of the short sleeve uniform. Ribbons are optional, but medals will not be worn.
3. BDP Teams that do not have the minimum required team members will have 10 points deducted (from total score) for each member they lack.

(i.e. If your team has 20 members instead of the required 23 for BDP, 30 points will be deducted from total score.) This rule applies only to BDP.

B. Platoon/Flight Procedures:

1. Platoon/Flight Command Organization

A. One (1) – Platoon/Flight Leader (any rank) (mandatory position)

B. One (1) – Platoon/Flight Sergeant (any rank that does not out-rank platoon/Flight Leader) (mandatory position)

C. Three (3) Squad/Element Leaders (any rank that does not out-rank the Platoon/Flight Leader).
2. Platoon/Flight Combinations:
   A. Minimum size to compete – 23 Cadets
      Three squad/elements of seven (includes the squad/element leader) Two cadets per squad must be first year cadets.
      Total unit size is 23, including Plt/Flt Leader and Sgt.

   B. Alternate size unit - 26 Cadets
      Three squad/elements of eight (includes the squad/element leader) Two cadets per squad must be first year cadets.
      Total unit size is 26, including Plt/Flt Leader and Sgt.

   C. Maximum size to compete – 29 Cadets
      Three squad/elements of nine (includes the squad/element leader) Three cadets per squad must be first year cadets.
      Total unit size is 29, including Plt/Flt Leader and Sgt.

   D. The field size boundary for Platoon/Flight Regulation Drill is 125’ by 125’, and bounds will be marked off. A ten-point penalty will be given for each boundary violation.

   E. The unit moves from Inspection Area to the Platoon Holding Area and waits to be called. Once signaled to begin, Unit Commander will move unit from the Holding Area to the Drill Pad Boundary and request permission to enter. The Unit may enter the Drill Pad from whichever direction chosen by the Unit Commander. The Commander should request in the following format:

      “Good morning/afternoon, Sir/Ma’am. Cadet ___________ from ___________HS, requests permission to enter your Drill Pad for the Best Platoon/Flight Regulation Drill Competition, Sir/Ma’am.”

   F. Judging begins when the Leader commands “Present Arms” (Command #1 on score sheet) and states:

      “Good morning/afternoon, Sir/Ma’am. Cadet ___________ from ___________HS, ready for the Best Platoon/Flight Regulation Drill Competition, Sir/Ma’am.”

      The Head Judge takes report, then sequences of orders are followed. At Command #37 – “Halt,” Judge will move to unit’s Right Flank and await Command #39 “Left face.” Judge will march in front of unit as it executes “Eyes Right.” The Head Judge will be in position to accept Command #50 “Report Out.” Judging is completed after the Head judge takes the report out.

   G. After competition, unit will immediately prepare 1st Sqd for competition, and move to the next competition area.
C. Squad/Element Procedures

1. Command and Organization:
   A. The 1st Sqd/Element must have eight cadets and the original Sqd/Element Leader from BDP competition (total of nine cadets).

   B. The 1st Sqd MUST stay intact from the Plt/Flt Competition. In addition, the 1st Sqd Ldr MUST be the individual that takes the Squad through the competition, not another designated Leader.

   C. Two additional cadets (one must be a 1st year cadet) are brought into the squad to meet requirements, but no other substitutions are authorized. No one in Sqd/Element can outrank the Sqd/Element Leader.

   D. The field size for Squad/Element Regulation Drill is 80’ by 80’ boundary and will be marked off legibly. A ten-point penalty will be given for each boundary violation.

   E. The unit moves from Platoon/Flight Drill Pad to the Squad/Element Holding Area and waits to be called. Once signaled to begin, Unit Commander moves unit from the Holding Area to the Drill Pad Boundary and requests permission to enter. The Unit may enter the Drill Pad from whichever direction chosen by the Unit Commander. The Commander should request in the following format:

   “Good morning/afternoon, Sir/Ma’am. Cadet ___________ from ___________HS, request permission to enter your Drill Pad for the Best Squad/Element Regulation Drill Competition, Sir/Ma’am.”

   F. Judging begins when the Leader commands “Present Arms” (Command #1 on score sheet) and states:

   “Good morning/afternoon, Sir/Ma’am. Cadet ___________ from ___________HS, ready for the Best Squad/Element Regulation Drill Competition, Sir/Ma’am.”

   The Head Judge takes report and sequences of orders are then followed. At Command #37 – “Halt,” Judge will move to unit’s Right Flank and await Command #38 — “Left face.” The Head Judge will be in position to accept Command #40— “Report Out.” Judging is completed after the Head judge takes the report out.

   G. After competition, unit will immediately prepare its cadets for the Best Drilled Individual and Color Guard competitions.
### Platoon Drill Score Sheet

<table>
<thead>
<tr>
<th>EXECUTION SEQUENCE</th>
<th>COMMAND</th>
<th>Points Awarded</th>
<th>EXECUTION SEQUENCE</th>
<th>COMMAND</th>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Present, ARMS</td>
<td>0 1 2 3</td>
<td></td>
<td>26. Left Flank, MARCH</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>2. REPORT TO JUDGE</td>
<td>0 1 2 3</td>
<td></td>
<td>27. Platoon/Flight, HALT</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>3. Order, ARMS</td>
<td>0 1 2 3</td>
<td></td>
<td>28. Order, ARMS</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>4. Open Ranks, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>29. Close Interval, MARCH</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>5. Dress Right, DRESS</td>
<td>0 1 2 3</td>
<td></td>
<td>30. Right Shoulder, ARMS</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>6. Ready, FRONT</td>
<td>0 1 2 3</td>
<td></td>
<td>31. Forward, MARCH</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>7. Close Ranks, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>32. Normal Interval, MARCH</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>8. Parade, REST</td>
<td>0 1 2 3</td>
<td></td>
<td>33. Platoon/Flight, HALT</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>9. Platoon/Flight, ATTENTION</td>
<td>0 1 2 3</td>
<td></td>
<td>34. Forward, MARCH</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>10. Inspection, ARMS</td>
<td>0 1 2 3</td>
<td></td>
<td>35. Column Left, MARCH</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>11. Port, ARMS (M1 Ready, Port, Arms)</td>
<td>0 1 2 3</td>
<td></td>
<td>36. Column Left, MARCH</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>12. Order, ARMS</td>
<td>0 1 2 3</td>
<td></td>
<td>37. Platoon/Flight, HALT</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>13. Right, FACE</td>
<td>0 1 2 3</td>
<td></td>
<td>38. Order, ARMS</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>14. Right Shoulder, ARMS</td>
<td>0 1 2 3</td>
<td></td>
<td>39. Left, FACE</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>15. Forward, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>40. Eyes, RIGHT</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>16. Column Right, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>41. Right, FACE</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>17. Column Right, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>42. Right Shoulder, ARMS</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>18. Platoon/Flight, HALT</td>
<td>0 1 2 3</td>
<td></td>
<td>43. Forward, MARCH</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>19. Counter Column, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>44. Eyes, RIGHT</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>20. Platoon/Flight, HALT</td>
<td>0 1 2 3</td>
<td></td>
<td>45. Ready, FRONT</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>21. Forward, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>46. Platoon/Flight, HALT</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>22. Counter Column, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>47. Order, ARMS</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>23. Left Shoulder, ARMS</td>
<td>0 1 2 3</td>
<td></td>
<td>48. Left, FACE</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>24. Right Shoulder, ARMS</td>
<td>0 1 2 3</td>
<td></td>
<td>49. Present, ARMS</td>
<td>0 1 2 3</td>
<td></td>
</tr>
<tr>
<td>25. Right flank, MARCH</td>
<td>0 1 2 3</td>
<td></td>
<td>50. REPORT OUT</td>
<td>0 1 2 3</td>
<td></td>
</tr>
</tbody>
</table>

1-25 subtotal Points: (Max 75)

**EXECUTION AGGREGATE SCORE (MAX 150 POINTS)**

**HEAD JUDGE DECIDING FACTOR FOR TIE BREAKER**

**COMMANDER EVALUATION**

<table>
<thead>
<tr>
<th>POINTS (MAX 50)</th>
<th>LIST OF DEDUCTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMANDS (20 POINTS)</td>
<td></td>
</tr>
<tr>
<td>CONTROL (20 POINTS)</td>
<td></td>
</tr>
<tr>
<td>BEARING/POISE (10 POINTS)</td>
<td></td>
</tr>
<tr>
<td>NUMBER OF POINTS DEDUCTED</td>
<td>TOTAL POINTS</td>
</tr>
</tbody>
</table>

*Notes: Teams must Execute all Movements Necessary to: Enter Platoon Pad, Center on Judge and Exit Platoon Pad.

Penalty Points: Minus 5 points for each Dropped Equipment (max 15 points). Minus 10 points for each cadet boundary violation (max 30 points) HEAD JUDGE DECIDING FACTOR FOR TIE BREAKER.
**Squad Drill Score Sheet**

<table>
<thead>
<tr>
<th>EXECUTION SEQUENCE</th>
<th>COMMAND</th>
<th>Points Awarded</th>
<th>EXECUTION SEQUENCE</th>
<th>COMMAND</th>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Present, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>21. Dress right, Dress</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>2. REPORT TO JUDGE</td>
<td></td>
<td>0   1   2   3</td>
<td>22. Ready, FRONT</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>3. Order, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>23. Right, FACE</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>4. Inspection, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>24. Right Shoulder, ARMS</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>5. Port, ARMS (M1 READY, PORT, ARMS)</td>
<td></td>
<td>0   1   2   3</td>
<td>25. Forward, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>6. Order, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>26. Rear, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>7. Right Shoulder, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>27. Change Step, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>8. Left Shoulder, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>28. Rear, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>9. Order, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>29. Left Flank, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>10. Port, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>30. Squad/Element, HALT</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>11. Left Shoulder, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>31. Forward, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>12. Right Shoulder, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>32. Right Flank, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>13. Present, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>33. Squad/Element, HALT</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>14. Order, ARMS</td>
<td></td>
<td>0   1   2   3</td>
<td>34. Column Of Two’s To The Right, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>15. Count, OFF</td>
<td></td>
<td>0   1   2   3</td>
<td>35. File From The Left, MARCH</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>16. Right, FACE</td>
<td></td>
<td>0   1   2   3</td>
<td>36. Squad/Element, HALT</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>17. Count, OFF</td>
<td></td>
<td>0   1   2   3</td>
<td>37. Order, ARMS</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>18. Left, FACE</td>
<td></td>
<td>0   1   2   3</td>
<td>38. Left, FACE</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>19. Close Interval, MARCH</td>
<td></td>
<td>0   1   2   3</td>
<td>39. Present, ARMS</td>
<td></td>
<td>0   1   2   3</td>
</tr>
<tr>
<td>20. Normal Interval, MARCH</td>
<td></td>
<td>0   1   2   3</td>
<td>40. REPORT OUT</td>
<td></td>
<td>0   1   2   3</td>
</tr>
</tbody>
</table>

1-20 subtotal Points: (Max 60) 21-40 subtotal Points: (Max 60)

**EXECUTION AGGREGATE TOTAL (MAX 120 POINTS)**

**HEAD JUDGE**

Penalty Points: Minus 5 points for each Dropped Equipment (max 15 points). Minus 10 points for each cadet boundary violation (max 30 points) HEAD JUDGE DECIDING FACTOR FOR TIE BREAKER

**COMMANDER EVALUATION**

<table>
<thead>
<tr>
<th>POINTS (MAX 50)</th>
<th>LIST OF MAJOR PENALTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMANDS (20 POINTS)</td>
<td></td>
</tr>
<tr>
<td>CONTROL (20 POINTS)</td>
<td></td>
</tr>
<tr>
<td>BEARING/POISE (10 POINTS)</td>
<td></td>
</tr>
<tr>
<td>NUMBER OF POINTS DEDUCTED</td>
<td>TOTAL POINTS</td>
</tr>
</tbody>
</table>

*Notes: Teams must Execute all Movements Necessary Enter Squad Pad, Center on Judge and Exit Squad Pad*
Appendix 3 – Varsity and 1-yr Color Guard Competitions

JROTC Units’ Varsity & First-Year Cadet Color Guard teams will compete to determine the top Color Guard units in the SDUSD. The winning Varsity Color Guard will also be designated the Honorary Joint Brigade Color Guard and will represent the Brigade at District-level functions and the Brigade Pass and Review.

1. Color Guards will consist of:
   a. One National Color Bear (In-Ranks Commander)
   b. One Bn/Co/Gp Color Bearer (Cannot out rank Commander)
   c. Two Color Guards w/ rifle.

2. The uniform for all cadets will be:
   a. Summer Short Sleeve uniform
   b. Harnesses (colors as desired)
   c. Black boots or shoes (white boot laces optional)
   d. Color Guard Cord (optional)
   e. School Cord (optional)
   f. Option of chrome helmets, berets, and garrison or service hats
   g. Scarves/ascots (optional)

3. **Color Guard Commander must have the Color Guard score sheet in his/her possession, and sign in at the competition area.** Each Color Guard will be called into the Holding Area based on its sign-in time and turn-in of score sheet. The judge will move forward to inspect the unit in the Holding Area. The Inspection will begin after the Color Guard Commander reports-in in the following manner:

   “Good morning/afternoon, Sir/Ma’am. Cadet __________ from __________ HS, ready for Best Varsity/1-yr Color Guard Inspection, Sir/Ma’am.”

4. After inspection the CG commander will be told to move the unit forward for competition. The CG moves from Holding Area to the Drill Pad Boundary and requests permission to enter. The Unit may enter the Drill Pad from whichever direction chosen by the Unit Commander. The requests should be as follows:

   “Good morning/afternoon, Sir/Ma’am. Cadet __________ from __________ HS, request permission to enter your Drill Pad for the Best Varsity/1-yr Color Guard Drill Competition, Sir/Ma’am.” The Color Guard then enters Drill Pad and begins sequence of commands.

5. The field size for Color Guard Pad is a 60’ by 45’ boundary and will be marked off clearly. A ten-point penalty is given for each boundary violation or dropped weapon, and a five-point penalty is given for each dropped uniform item. If the US Colors are dropped or touch the ground, the Color Guard is disqualified.

6. Each team will execute the sequence of movements specified. These are the only movements allowed, and a five-point penalty will be assessed for each movement added, omitted, or executed out of sequence (up to a total of 25 points). The entire sequence is conducted on the drill pad. Teams must give the equivalent commands specified in their respective drill manuals.
## COLOR GUARD INSPECTION

<table>
<thead>
<tr>
<th>Points Awarded</th>
<th>0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Uniform Appearance</strong></td>
<td></td>
</tr>
<tr>
<td><strong>2. Personal Hygiene (shave, hair, etc)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>3. Bearing &amp; Poise</strong></td>
<td></td>
</tr>
<tr>
<td><strong>4. Color Guard Equipment</strong></td>
<td><strong>(Max 60)</strong></td>
</tr>
</tbody>
</table>

**Total Points: (Max 60)**

---

## COLOR GUARD SEQUENCE

### Points Awarded

<table>
<thead>
<tr>
<th>COLOR GUARD SEQUENCE</th>
<th>Points Awarded</th>
<th>COLOR GUARD SEQUENCE</th>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. <em>Enter Drill Pad (request)</em></td>
<td>0 1 2 3 4 5</td>
<td>19. Ready Front</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>2. Forward, March</td>
<td>0 1 2 3 4 5</td>
<td>20. Left Wheel, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>3. Color Guard, Halt</td>
<td>0 1 2 3 4 5</td>
<td>21. Forward, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>4. Uncase, Colors</td>
<td>0 1 2 3 4 5</td>
<td>22. Right Wheel, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>5. Colors, Salute (Report in)</td>
<td>0 1 2 3 4 5</td>
<td>23. Forward, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>6. Order, Colors</td>
<td>0 1 2 3 4 5</td>
<td>24. Color Guard, Halt</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>7. Parade, Rest</td>
<td>0 1 2 3 4 5</td>
<td>25. Colors Reverse, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>8. Color Guard, Attention</td>
<td>0 1 2 3 4 5</td>
<td>26. Forward, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>9. Carry Colors</td>
<td>0 1 2 3 4 5</td>
<td>27. Color Guard, Halt</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>10. Colors Reverse, March</td>
<td>0 1 2 3 4 5</td>
<td>28. Color Salute (report out)</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>11. Forward, March</td>
<td>0 1 2 3 4 5</td>
<td>29. Order Colors</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>12. Left Wheel, March</td>
<td>0 1 2 3 4 5</td>
<td>30. Carry Colors</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>13. Forward March</td>
<td>0 1 2 3 4 5</td>
<td>31. * EXIT (See Notes)</td>
<td>0 1 2 3 4 5</td>
</tr>
</tbody>
</table>
| 14. Left Wheel, March | 0 1 2 3 4 5 | \*Notes: Teams must Execute all Movements Necessary to: Enter Color Guard Pad, Center on Judge, and Exit Color Guard Pad. \*BOLD UPPERCASE COMMANDS require a 5-second pause \*BOLD UPPERCASE COMMANDS require a 5-second pause

### Penalty Points: Minus 5 points for each Dropped Equipment (max 15 points). Minus 10 points for each cadet boundary violation (max 30 points) HEAD JUDGE DECIDING FACTOR FOR TIE BREAKER

---

**OVERALL IMPRESSION:**

<table>
<thead>
<tr>
<th>Points Awarded</th>
<th>0 1 2 3 4 5 6 7 8 9 10</th>
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</thead>
</table>

**COMMANDER’S SCORE:**

<table>
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<tr>
<th>Points Awarded</th>
<th>0 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20</th>
</tr>
</thead>
</table>

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**Team & Inspection Points: (Max 245)**

---

**Assist. Judge Points:**

- **Number of Points Deducted**

---

**TOTAL POINTS**
<table>
<thead>
<tr>
<th>COLOR GUARD SEQUENCE</th>
<th>Points Awarded</th>
<th>COLOR GUARD SEQUENCE</th>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. *Enter Drill Pad (request)</td>
<td>0 1 2 3 4 5</td>
<td>19. Ready Front</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>2. Forward, March</td>
<td>0 1 2 3 4 5</td>
<td>20. Left Wheel, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>3. Color Guard, Halt</td>
<td>0 1 2 3 4 5</td>
<td>21. Forward, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>4. Uncase, Colors</td>
<td>0 1 2 3 4 5</td>
<td>22. Right Wheel, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>5. Colors, Salute (Report in)</td>
<td>0 1 2 3 4 5</td>
<td>23. Forward, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>6. Order, Colors</td>
<td>0 1 2 3 4 5</td>
<td>24. Color Guard, Halt</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>7. Parade, Rest</td>
<td>0 1 2 3 4 5</td>
<td>25. Colors Reverse, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>8. Color Guard, Attention</td>
<td>0 1 2 3 4 5</td>
<td>26. Forward, March</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>9. Carry Colors</td>
<td>0 1 2 3 4 5</td>
<td>27. Color Guard, Halt</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>10. Colors Reverse, March</td>
<td>0 1 2 3 4 5</td>
<td>28. Color Salute (report out)</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>11. Forward, March</td>
<td>0 1 2 3 4 5</td>
<td>29. Order Colors</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>12. Left Wheel, March</td>
<td>0 1 2 3 4 5</td>
<td>30. Carry Colors</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>13. Forward March</td>
<td>0 1 2 3 4 5</td>
<td>31. * EXIT (See Notes)</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>14. Left Wheel, March</td>
<td>0 1 2 3 4 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. Forward, March</td>
<td>0 1 2 3 4 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16. Left Wheel, March</td>
<td>0 1 2 3 4 5</td>
<td>OVERALL IMPRESSION:</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>17. Forward, March</td>
<td>0 1 2 3 4 5</td>
<td>6 7 8 9 10</td>
<td>0 1 2 3 4 5</td>
</tr>
<tr>
<td>18. Eyes, Right</td>
<td>0 1 2 3 4 5</td>
<td>COMMANDER’S SCORE:</td>
<td>6 7 8 9 10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>11 12 13 14</td>
<td>11 12 13 14</td>
</tr>
<tr>
<td></td>
<td></td>
<td>15 16 17 18 19 20</td>
<td>15 16 17 18 19 20</td>
</tr>
</tbody>
</table>

**Team & Inspection Points:** (Max 185)

**Bold Uppercase Commands** require a 5-second pause
Appendix 4 – Best Drill Individual Level 1-4

The Best Drilled Individual cadet competition is conducted on two Drill Pads. Drill Pad 1 is designated for 1st and 2nd year cadets, and Drill Pad 2 is designated for 3rd and 4th year cadets. Each cadet should report to his/her respective Drill Pad and check in with the designated Cadet Brigade Staff member. Each competitor will compete in the order he/she reports in, regardless of JROTC level. Each cadet must have his/her BDI score sheet, and give it to the Brigade Staff member. Cadets will wait in the vicinity of competition until called into the Holding Area and given command to enter the Drill Pad.

The Best Drill Individual competition is divided into two phases: Stationary Drill and Marching Movements. To start the competition, the cadet will be called from the Holding Area onto designated Drill Pad, and will complete the following actions in sequence:

1. When cadet’s name is announced, the cadet will come to Attention, Right Shoulder Arms and march from the Holding Area to the center of Drill Pad.

2. When he/she has reached the center of the Drill pad, the competitor will Halt and come to Attention without command. (No reporting, no presenting arms) As the judges move forward the cadet will come to Inspection Arms and report in:

   “Good morning/afternoon, Sir/Ma’am. Cadet _________ from _________HS, ready for Best Drill Individual Competition, Sir/Ma’am.”

   *The inspection will then begin. After Inspection, the Judge will tell the cadet to go to Parade Rest.

3. Each school will designate a cadre member or another cadet to give the sequence of commands in the Stationary phase. After Inspection, the designee will come forward and begin giving commands for Stationary Drill.

4. At completion of Stationary commands, the cadet will remain at Parade Rest while judges complete score sheet.

5. Head Judge will then signal to begin the Marching Movement sequence. Judging begins with the first command given by the designated assistant from the unit.

6. There is no designated boundary for BDI; sufficient space has been given for execution of the commands, and cadets should aim to stay within that area.

7. There is a 5-point penalty for any dropped uniform item or equipment.

8. The designated individual giving commands must accurately follow the command sequence on the score sheet. The BDI competitor will be given a 5-point penalty for each movement added, omitted, or executed out of sequence by the designee.
### Best Drill Individual

**Best Drill Individual**

<table>
<thead>
<tr>
<th>Inspection</th>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Uniform Appearance and Equipment</td>
<td>0 1 2 3 4 5 6 7 8 9 10</td>
</tr>
<tr>
<td>2. Personal Hygiene (shave, hair, etc)</td>
<td>0 1 2 3 4 5 6 7 8 9 10</td>
</tr>
<tr>
<td>3. Bearing &amp; Poise</td>
<td>0 1 2 3 4 5 6 7 8 9 10</td>
</tr>
</tbody>
</table>

(Max 30) **Total Points:**

### STATIONARY DRILL SEQUENCE

<table>
<thead>
<tr>
<th>Points Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Detail, ATTENTION</td>
</tr>
<tr>
<td>2. Present, ARMS</td>
</tr>
<tr>
<td>3. Order, ARMS</td>
</tr>
<tr>
<td>4. Port, ARMS</td>
</tr>
<tr>
<td>5. Order, ARMS</td>
</tr>
<tr>
<td>6. Right, FACE</td>
</tr>
<tr>
<td>7. Right shoulder, ARMS</td>
</tr>
<tr>
<td>8. Order ARMS</td>
</tr>
<tr>
<td>9. Left, FACE</td>
</tr>
<tr>
<td>10. Left shoulder, ARMS</td>
</tr>
<tr>
<td>11. Right Shoulder, ARMS</td>
</tr>
<tr>
<td>12. Order, ARMS</td>
</tr>
<tr>
<td>13. About, FACE</td>
</tr>
<tr>
<td>14. About, FACE</td>
</tr>
<tr>
<td>15. Inspection, ARMS</td>
</tr>
<tr>
<td>16. Port, ARMS</td>
</tr>
<tr>
<td>17. Order, ARMS</td>
</tr>
</tbody>
</table>

**Individual Stationary Total Points:** (Max 60)

### MARCHING DRILL SEQUENCE

<table>
<thead>
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<th>Points Awarded</th>
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<td>2. Right, FACE</td>
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<tr>
<td>3. Right shoulder, ARMS</td>
</tr>
<tr>
<td>4. Forward, MARCH</td>
</tr>
<tr>
<td>5. Rear, MARCH</td>
</tr>
<tr>
<td>6. Rear, MARCH</td>
</tr>
<tr>
<td>7. Left Flank, MARCH</td>
</tr>
<tr>
<td>8. Right Flank, MARCH</td>
</tr>
<tr>
<td>9. Rear, MARCH</td>
</tr>
<tr>
<td>10. Detail, HALT</td>
</tr>
<tr>
<td>11. Order, ARMS</td>
</tr>
<tr>
<td>12. Backwards, MARCH</td>
</tr>
<tr>
<td>13. Detail, HALT</td>
</tr>
<tr>
<td>14. 4 Steps forward, MARCH</td>
</tr>
<tr>
<td>15. Right step, MARCH</td>
</tr>
<tr>
<td>16. Detail, HALT</td>
</tr>
<tr>
<td>17. Left Step, MARCH</td>
</tr>
<tr>
<td>18. Detail, HALT</td>
</tr>
<tr>
<td>19. DISMISSED</td>
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**Individual Marching Total Points:** (Max 60)

### INDIVIDUAL TOTALS

<table>
<thead>
<tr>
<th>Points (MAX 150)</th>
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<tbody>
<tr>
<td>Inspection Total Points:</td>
</tr>
<tr>
<td>Stationary Drill Total Points:</td>
</tr>
<tr>
<td>Marching Drill Total Points:</td>
</tr>
</tbody>
</table>

**TOTAL POINTS**

- Please make constructive comments on the back of this form:
**Best Drill Individual**

**Assistant Judge**

<table>
<thead>
<tr>
<th>STATIONARY DRILL SEQUENCE</th>
<th>Points Awarded</th>
<th>MARCHING DRILL SEQUENCE</th>
<th>Points Awarded</th>
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<tbody>
<tr>
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<tr>
<td>3. Order, ARMS</td>
<td>0 1 2 3</td>
<td>3. Right shoulder, ARMS</td>
<td>0 1 2 3 4</td>
</tr>
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<td>4. Port, ARMS</td>
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<td>5. Order, ARMS</td>
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<td>5. Rear, MARCH</td>
<td>0 1 2 3</td>
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<tr>
<td>6. Right, FACE</td>
<td>0 1 2 3</td>
<td>6. Rear, MARCH</td>
<td>0 1 2 3</td>
</tr>
<tr>
<td>7. Right shoulder, ARMS</td>
<td>0 1 2 3 4 5</td>
<td>7. Left Flank, MARCH</td>
<td>0 1 2 3</td>
</tr>
<tr>
<td>8. Order ARMS</td>
<td>0 1 2 3 4</td>
<td>8. Right Flank, MARCH</td>
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<tr>
<td>9. Left, FACE</td>
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<td>9. Rear, MARCH</td>
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</tr>
<tr>
<td>10. Left shoulder, ARMS</td>
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<td>10. Detail, HALT</td>
<td>0 1 2 3</td>
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<tr>
<td>11. Right Shoulder, ARMS</td>
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<td>11. Order, ARMS</td>
<td>0 1 2 3 4</td>
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<tr>
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<td>0 1 2 3 4</td>
<td>12. Backwards, MARCH</td>
<td>0 1 2 3</td>
</tr>
<tr>
<td>13. About, FACE</td>
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<td>13. Detail, HALT</td>
<td>0 1 2 3</td>
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<td>14. About, FACE</td>
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<td>14. 4 Steps forward, MARCH</td>
<td>0 1 2 3</td>
</tr>
<tr>
<td>15. Inspection, ARMS</td>
<td>0 1 2 3 4 5</td>
<td>15. Right step, MARCH</td>
<td>0 1 2 3</td>
</tr>
<tr>
<td>16. Port, ARMS</td>
<td>0 1 2 3</td>
<td>16. Detail, HALT</td>
<td>0 1 2 3</td>
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<tr>
<td>17. Order, ARMS</td>
<td>0 1 2 3</td>
<td>17. Left Step, MARCH</td>
<td>0 1 2 3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>18. Detail, HALT</td>
<td>0 1 2 3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>19. DISMISSED</td>
<td>0 1 2 3</td>
</tr>
</tbody>
</table>

**Individual Stationary Total Points: (Max 60)**

**Individual Marching Total Points: (Max 60)**

<table>
<thead>
<tr>
<th>INDIVIDUAL TOTALS</th>
<th>POINTS (MAX 120)</th>
<th>Assist. Judge Points:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stationary Drill Total Points:</td>
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<td>Head Judge’s Total Points</td>
</tr>
<tr>
<td>Marching Drill Total Points:</td>
<td></td>
<td>Number of Points Deducted</td>
</tr>
</tbody>
</table>

**TOTAL POINTS**

Please make constructive comments on the back of this form:
Annex D - Academic League

I. Execution:

A. Concept of the Operation:

League play is divided into four rounds and conducted during a week in September, October, November and December. Schools will be split into the following groups to allow interaction with different schools.

At each competition, there will be two rounds, the first of which will be practice. The second round will be scored, and scores will count towards league standings. After the league competition is completed, the scores will be tallied and the teams will be seeded for the Academic Bowl competition based on their total scores.

1. Critical events and timelines.
   - Teams arrive at host school NLT 1500 hours
   - Team Captains report to the host school SMI immediately upon unit arrival.
   - Competition in-briefing will begin immediately after all schools arrive and check-in.
   - Round 1: 1530-1540 hours
   - Round 2: 1545-1615 hours

2. Team Composition. Each school’s team will consist of a maximum of four cadets who compete at the same time. Alternate cadets are allowed, but are not required. Team composition must consist of a cadet from every academic class level (Senior, Junior, Sophomore, Freshman), but if the captain so chooses, he or she can replace a cadet with another cadet from a lower grade (i.e. a sophomore can replace a junior on the primary team); however, should there be more than one freshman present on the team, the team must have a designated freshman and only he or she may answer the bonus questions. The use of the alternates will be at the discretion of the team captain, but note that there are no switching players in once the games begin. The roster of the cadets must be sent in prior to the first competition and may only be changed with the cadre’s approval.

3. Academic League Basic Format
   - Each team will compete in four competitions, which are designed to be on best possible geographical locations.
   - The first round will consist of practice toss-up questions. Points will not count towards the teams. The round is simply a practice round for cadets to familiarize themselves with the buzzers, question format, and competition.
   - The second round will consist of three parts:
     - A toss-up stage. During this stage, twelve tossup questions will be asked for 10 points each.
     - A give-and-take stage. During this stage, eight category names will be given.
     - At the beginning of the Give and Take portion, the moderator will read the eight categories of questions available in the Give and Take Round. Each category will have 2 questions in it: one 5-point question, one 10-point question. The team who has fewer points entering the Give and Take Section will have the first selection. Should the teams be tied at this point, a coin flip (with the team on the moderator’s left calling) will be used to decide who selects first.
     - The team with the first selection will choose one of the four categories that they wish to take for themselves and one that they wish to give to the team with the next lowest score. The process will repeat, each team taking one category for themselves and giving one category to
the team with the next lowest score. The team with the highest score will give the category to the team with the lowest score. Should there only be 3 teams competing, there will be 2 categories of questions that will not be asked.

- There is NO opportunity for opposing teams to steal points should a team answer incorrectly. If a team answers incorrectly, the correct answer will be given, and the next question in the category will be read (if applicable).
- A tossup and bonus stage. During this stage, twelve tossup questions will be asked for 10 points each. Each tossup question will be paired with a bonus question for the team answering correctly, with bonus questions worth 5 points each.

- Toss-up questions are from core academic subjects (Math, English, Science, Social Studies & current events).
- A bonus question is earned after successfully answering a toss-up question: they are questions on a wide range of topics and are meant to be varied across the disciplines.
- Questions may or may not be multiple choice, but will always require a verbal response from contestants. If the question is multiple choice, the answer choices will be labeled A, B, C, D, and E. Though contestants are encouraged to answer with the full answer, giving the letter of the answer choice will suffice.
- Teams must be recognized before they proceed to give their answer, should they not, their answer may be deemed incorrect.
- Furthermore, if a team’s answers are not specific enough or unclear, the moderator will “prompt”, meaning he or she will ask for a more specific answer or restatement of the answer.
- When an answer given by a team is wrong, the moderator will complete the question if necessary, picking up from a reasonable point from which he or she had stopped, but AT NO POINT will the moderator repeat the question, even upon request.
- Each contestant has a buzzer. Questions are read aloud with contestants offered the opportunity to “buzz-in”. Responses are taken in the precedence of teams that “buzzed-in” until a correct response is obtained or time expires. If a member of a team has buzzed in, his or her team is excluded from any further answers for that particular question.
- If a player rings in to give an answer, but a player from the other team gives an answer instead, that team’s answer will be ignored, and the team that rang in will still be entitled to answer the question at that point.
- The only items a team may have at their table during competition are paper and pens or pencils. Calculators may NOT be used, and no questions will require the use of a calculator or other similar electronic device.

4. Question categories

- **Toss-up questions.** All toss-up questions are from core academic subjects (Math, English, Science Social Studies & Current Events). Each toss-up question will be read aloud to all four teams until an individual cadet buzzes in. Once a cadet buzzes in, the moderator will stop reading the question and the individual must answer within 5 seconds of buzzing in (some questions, such as math, may allow more time, and this will be specified in the question if applicable). The individual may discuss his or her answer with his or her teammates, but only the individual who buzzed in may answer. If 5 seconds has passed without the individual beginning to answer, the answer is ruled incorrect, regardless of what he or she says after the 5 seconds.
• **Correct and incorrect answers.** A correct answer to a toss-up question earns ten points for that team and a bonus question will be read for the team that answered the toss-up question correctly in the third part of the round. If the first answer for the toss-up is incorrect, any other cadets who have buzzed in from other teams will be given the opportunity to answer the question in the order that they buzzed in. An incorrect tossup answer will preclude that cadet and the rest of his or her team from answering that question again. No negatives scores will ever occur. Should none of those cadets get the question right, the moderator will continue to read the toss-up question in its entirety. As the moderator continues to finish the question, only remaining teams may attempt to answer. If no correct answer is given by any team within five seconds after the moderator has finished the question, the moderator will proceed to the next toss-up question.

• **Bonus questions** will be awarded to the team that correctly answers a toss-up question in the third part of the round. ONLY freshmen are allowed to answer bonus questions and other team members may not offer any kind of assistance to the freshman team member. Should the answering Freshman answer the bonus question wrong, the designated freshman from the opposing teams may have the opportunity to “steal”, and answer. Bonus questions may be on a variety of subjects including such topics as geography, entertainment, sports, history, science, math, English, current events, and most JROTC general knowledge. There are no point deductions for incorrect answers. After each bonus question, a new toss-up question open to all four teams will follow unless the round has concluded.

• **Give-and-take questions** will have the same question format and be in the same subject areas as bonus questions. The number of points given will be by type of question (5-point question or 10-point question). Also, there is no ability to “steal” other teams’ points if they answer incorrectly.

**B. Tasks to Subordinate Units**

1. Brigade HQ will transport all equipment and competition questions to host school site and assist in setup and/or moderating.

2. **Host School** is responsible for preparing all Academic League competition areas. One isolated room will be clearly marked for competition event, and will include three or four team table configurations. Additionally, the host school will provide a scorekeeper, easel/board to display scores for all teams competing, a spectator area and all other facilities required by visiting guests.

3. Host School is designated as the primary moderator for the competition, but SMI may coordinate alternate moderator with visiting school cadre.

4. **All academic team cadets and instructor must attend the In-Brief.**

5. Units must transport cadets to this event, buses are not available.

6. **All schools will submit the following information a week prior to competition** to 1SG (Ret) Roy Olson at rolson1@sandi.net
   a. Full name and grade of Academic Team Commander;
   b. Full name and grade of each team member

7. All units will submit After Action Review comments to Program Manager’s Office NLT than two days after competition. Forward AAR to 1SG (Ret) Roy Olson at rolson1@sandi.net.
C. Uniform:
The Academic League attire for all JROTC participants (cadets and instructors) is their individual school shirts and slacks. School team attire should display uniformity. No formal inspection will take place, but District Administrators may be in attendance and cadets must still meet JROTC grooming standards.

D. Coordinating Instructions:
1. The Academic League and Bowl is a Stilwell competition.
2. Awards Ceremony will only be at the Academic Bowl competition.

Appendices:
Appendix 1 - Scorer Instructions
Appendix 2 – Time Keeper/ Buzz Keeper Instructions
Appendix 3 - Sample Questions

Appendix 1 - Scorer Instructions
SCORER:
- Scorer will be in charge of recording all points during the competition. Points should be displayed on a board/easel that is visible to the moderator, players and cadres. Points will be recorded to reflect the number of points earned by a question (i.e. +5, +5, +10) and not just simply the total number (i.e. 20).
- Additionally, for each team present, there should be an unofficial scorekeeper (in the audience and from an opposing school) tracking points for another school as well. At the end of each part of the round, the scorer will check the scores with these unofficial scorekeepers. If there are discrepancies, scores will be compared and changed such that they reflect an accurate and true representations of the points.
- The scorer will be provided by the host school and he or she should familiarize themselves with the rules of the game beforehand.
- All toss up questions are worth 10 points; give and take are 5 points and 10 points, bonus questions are 5 points.

Appendix 2 – Time Keeper/ Buzz Keeper Instructions
TIMEKEEPER/ BUZZ KEEPER:
- Time Keeper and Buzz keeper will be in charge of keeping time and resetting buzzers during the competition. The time will be displayed at all times to the teams.
- Once a tossup question has been read in its entirety, unless otherwise stated, players will have 5 seconds to ring in (some questions, such as math, may allow more time, and this will be specified in the question if applicable).
- Once a team has rung in, they will have 5 seconds to give their answer to the question (some questions, such as math, may allow more time, and this will be specified in the question if applicable). At the end of this 5 seconds, the timer will go off and the timekeeper will say “TIME”, for all teams to hear. At this point, no teams may buzz in to give answers. The Buzz Keeper will reset the buzzers for the next question and prepare to set the timer again.
- The Time Keeper/Buzz Keeper will be provided by the host school and he or she should familiarize themselves with the rules of the game beforehand as well as the timer and buzzers.
Appendix 3 - Competition Sample Questions

Toss-up

What planet is named after the Greek god who personified the sky?

What does ASVAB stand for?

In South America what is the largest country?

What year did Germany reunify?

Who authored The Great Gatsby?

Who is the mayor of San Diego?

Who is the Brigade JROTC Commanding Officer?

What's the positively charged particle in the nucleus of an atom called?

Bonus Questions

There are five chemical elements that start with the letter "M", name four of them.

The words "and" and "or" are called coordinating conjunctions. Altogether there are seven such conjunctions in the English language. Name four of the other five:

All team members stand, each of you will be given a Homophone, words that sound the same but are spelled differently, spell both words. Example: altar/alter

List the following four inventions, discoveries or innovations in chronological order from oldest to newest. Condenser; Microphone; Air Conditioning; Cosmic Rays; Wind Tunnel
Annex E - Academic Bowl Championship

I. Execution:

A. Concept of the Operation:

Competition play is divided into five rounds and conducted during a single day. Brackets are divided and seeded based on prior results during Academic League play.

Round 1:
- 1st Seed receives an automatic bye to the second round
- The top seven scores in Round 1 will advance to Round 2, regardless of the match in which they competed. The lowest five scores will compete in Round 3.

Round 2:
- There are two matches during Round 2.
- Top seven schools are re-seeded based on Round 1 scores and will compete with #1 Seed.
- The schools with the top four scores will advance to Round 4 (Semifinals).
- The schools with the four lowest scores will move into Round 3.

Round 3:
- All schools that did not advance from Round 1 and Round 2 will compete against each other.
- Teams are re-seeded based on points accumulated.
- At the end of this Round, five schools will be eliminated and top four scores will move into the Semi-Final Round.

Round 4:
- Teams are re-seeded by their W-L record and points accumulated.
- At the end of this Round, four schools will be eliminated and only the top four schools will move into the Finals.
- The eliminated teams (based on points) are automatically placed in 5th-8th positions.

Round 5:
- The final round will determine the Academic Team Champion and 2nd-4th places. The placings will be based on Final Round points only.

The competition rules will be given in a general forum for ALL competitors. There will no longer be a warm-up round or review of rules during any match. The competitors have already had the chance to familiar themselves with the rules and process during the school year’s academic league matches.

Each competition will immediately begin with the official scoring phase and scores will be recorded to determine who will advance to next round. If teams are tied at the end of a round and not all the top positions are filled, a special “tiebreaker” phase will ensue where only the tied teams are allowed to answer and participate. An additional tossup question will be asked and the tiebreaker will go to the team which answers correctly. If there is still a tie, an additional tossup questions will be asked until the tie is broken.
1. Critical events and timelines.
   - Teams arrive at host school NLT 0815 hrs.
   - Team Captains report to the BDE Staff Information Table immediately upon unit arrival.
   - Competition in-briefing will begin at 0830 hrs.
   - Round 1: 0830-0930 hrs
   - Round 2: 0930-1030 hrs
   - Round 3: 1030-1130 hrs (Lunch):
     - 1130-1200 hrs
   - Round 4: 1200-1240 hrs
   - Finals 1240-1300
   - Awards ceremony: 1300 hrs

2. Team Composition. Each team will consist of a maximum of four cadets who will compete at the same time. **Alternate cadets are not allowed; teams will consist of the same four cadets throughout all rounds.** The final roster of the cadets must be sent to the JROTC Program Office and may only be changed with unit cadre’s approval. Team composition must consist of a cadet from every academic class level (Senior, Junior, Sophomore, Freshman). However, if the captain so chooses, he or she can replace a cadet with one from a lower grade (i.e. a sophomore can replace a junior on the primary team).

3. Academic Bowl Basic Format
   - Each team will compete in the JROTC Brigade Academic Bowl.
   - The format of each round is formatted, as similarly as can be, based on the Junior Leadership and Academic Bowl.
   - Each round will consist of three parts:
     - A toss-up stage. During this stage, fourteen tossup questions will be asked for 10 points each.
     - A give-and-take stage. During this stage, eight category names will be given. Each category will have 2 questions in it: one 5-point question, one 10-point question.
     - At the beginning of the Give and Take portion, the moderator will read the eight category names in the Give and Take Round. The team who has the least amount of points entering the Give and Take Section will have the first selection. Should the teams be tied at this point, a coin flip (with the team on the moderator’s left calling) will be used to decide who selects first.
     - The team with the first selection will choose one of the eight categories that they wish to take for themselves and one to give to the team to their right. The process will repeat, each team taking one category for themselves and giving one category to the team to their right, until all schools have 2 categories. Should there only be 3 teams competing, there will be 2 categories of questions that will not be asked.
     - After all the categories have been assigned, the moderator will read in the order they appear in the packet the category name and the 2 questions under each category to the school that is to assigned that category. The first question is worth 5 points, the second question is worth 10 points. (If done correctly, each school gets 2 categories, one that they personally selected and one that was given to them. Because each category has 2 questions, they should get 4 questions in total).
• There is NO opportunity for opposing teams to steal points should a team answer incorrectly. If a team answers incorrectly, the correct answer will be given, and the next question in the category will be read (if applicable).

• **A tossup and bonus stage.** During this stage, fourteen tossup questions will be asked for 10 points each. Each tossup question will be paired with a bonus question for the team answering correctly, with bonus questions worth 5 points each.

• Toss-up questions are from core academic subjects (Math, English, Science, Social Studies & current events).

• A bonus question is earned after successfully answering a toss-up question: they are questions on a wide range of topics and are meant to be varied across the disciplines.

• Questions may or may not be multiple choice, but will always require a verbal response from contestants. If the question is multiple choice, the answer choices will be labeled A, B, C, D, and E. Though contestants are encouraged to answer with the full answer, giving the letter of the answer choice will suffice.

• Teams must be recognized before they proceed to give their answer, should they not, their answer may be deemed incorrect.

• Furthermore, if a team’s answers are not specific enough or unclear, the moderator will “prompt”, meaning he or she will ask for a more specific answer or restatement of the answer.

• When an answer given by a team is wrong, the moderator will complete the question if necessary, picking up from a reasonable point from which he or she had stopped, but AT NO POINT will the moderator repeat the question, even upon request.

• Each contestant has a buzzer. Questions are read aloud with contestants offered the opportunity to “buzz-in”. Responses are taken in the precedence of teams that “buzzed-in” until a correct response is obtained or time expires. If a member of a team has buzzed in, his or her team is excluded from any further answers for that particular question.

• If a player rings in to give an answer, but a player from the other team gives an answer instead, that team’s answer will be ignored, and the team that rang in will still be entitled to answer the question at that point.

• The only items a team may have at their table during competition are paper and pens or pencils. Calculators may NOT be used, and no questions will require the use of a calculator or other similar electronic device.

4. Question categories

• **Toss-up questions.** All toss-up questions are from core academic subjects (Math, English, Science Social Studies & Current Events). Each toss-up question will be read aloud to all four teams until an individual cadet buzzes in. Once a cadet buzzes in, the moderator will stop reading the question and the individual must answer within 5 seconds of buzzing in (some questions, such as math, may allow more time, and this will be specified in the question if applicable). The individual may discuss his or her answer with his or her teammates, but only the individual who buzzed in may answer. If 5 seconds has passed without the individual beginning to answer, the answer is ruled incorrect, regardless of what he or she says after the 5 seconds.
• **Correct and incorrect answers.** A correct answer to a toss-up question earns ten points for that team and a bonus question will be read for the team that answered the toss-up question correctly in the third part of the round. If the first answer for the toss-up is incorrect, any other cadets who have buzzed in from other teams will be given the opportunity to answer the question in the order that they buzzed in. An incorrect tossup answer will preclude that cadet and the rest of his or her team from answering that question again. No negatives scores will ever occur. Should none of those cadets get the question right, the moderator will continue to read the tossup question in its entirety. As the moderator continues to finish the question, **only remaining teams** may attempt to answer. If no correct answer is given by any team within five seconds after the moderator has finished the question, the moderator will proceed to the next toss-up question.

• **Bonus questions** will be awarded to the team that correctly answers a toss-up question in the third part of the round. ONLY freshmen are allowed to answer bonus questions and **other team members may not offer any kind of assistance to the freshman team member.** Should the answering freshman answer the bonus question wrong, the designated freshman from the opposing teams may have the opportunity to “steal”, and answer. Bonus questions may be on a variety of subjects including such topics as geography, entertainment, sports, history, science, math, English, current events, and most JROTC general knowledge. There are no point deductions for incorrect answers. After each bonus question, a new toss-up question open to all four teams will follow unless the round has concluded.

• **Give-and-take questions** will have the same question format and be in the same subject areas as bonus questions. The number of points given will be by type of question (5-point question or 10-point question). Also, there is no ability to “steal” other teams’ points if they answer incorrectly.

**B. Tasks to Subordinate Units**

1. Brigade HQ will transport all equipment and competition questions to Host school site and assist in setup and/or moderating.

2. Host school is responsible for preparing all Academic League competition areas. Three isolated rooms will be clearly marked for competition event to take place. Each room will include a 4 team table configuration, easel, spectator area and other facilities required by visiting guests. Scorekeepers and time keepers will also be provided by school.

3. All academic teams and instructors must attend the in-briefing.

4. Units must transport cadets to this event, buses will not be available.

5. All schools must submit the following information a week prior to competition to 1SG (Ret) Roy Olson at rolson1@sandi.net
   a. Full name and grade of Academic Team Commander
   b. Full name and grade of each team member
6. All units will submit After Action Review comments due to Program Manager’s Office, NLT two days after competition. Forward AAR to 1SG (R) Roy Olson at rolson1@sandi.net.

C. Uniform:
1. The Academic Bowl competitors will wear the appropriate Service Short Sleeve Uniform with at least their nametag and permanent cadet rank.
2. All other participant’s uniform is their individual school shirts and slacks. School team attire should display uniformity. No formal inspection will take place, but District Administrators may be in attendance and **cadets must still meet JROTC grooming standards.**

D. Coordinating Instructions:
1. The Academic Bowl contributes to the Stillwell competition.
2. Awards Ceremony will follow at the end of the Academic Bowl competition.

Appendices: N/A
Annex F - Archery League

I. Execution:

A. Concept of the Operation:

Competitive Format

a. Team Composition:
   - Only students who are enrolled in JROTC Programs may participate.
   - Team Make-up. Teams are a total of 6 cadets made up of 3 male and 3 female participants. All participants must have passed the safety examination.
   - Teams may bring up to four additional participants to compete in the at-large category, but their scores will not be considered as part of the team scores.
   - For the purposes of encouraging academics, a shooter must have a minimum of 2.0 in academics and citizenship to participate.

b. Range Set-Up
   - Targets faces (canvas) will be NASP® 80 cm FITA face with 10 scoring rings.
   - Target faces will be attached to the butts approximately 4-6 inches above the floor.
   - The target line will be approximately 2 yards or meters from the target butts.
   - There will be 10 meter (32' 10') and 15 meter (49' 2') shooting lines.
   - The waiting line will be at least 4 yards or meters beyond the 15 meter shooting line.
   - A 'Coaches Alley' will be delineated between the waiting line and spectators.
   - Spectator seating will be placed as close as possible behind the waiting line.
   - Approximately 270, 5 foot wide shooting lanes with 2 archers per lane per flight.
   - Shooters occupying a lane will be from different schools where possible.
   - Solo shooters will be combined where possible to promote integrity.

c. Whistle Signals: NASP® whistle commands will be used to operate the range.
   - 5+ whistles for an emergency
   - whistles to 'get bow'
   - whistle to 'shoot'
   - whistles to 'go get arrows'
d. **Arrow Handling and Movement about the Range:** NASP® safety rules must be followed.
   - Archers must walk when moving about the range.
   - Archers must have one foot on each side of the shooting line with 'bows on toes' before shooting begins.
   - The tournament-provided arrow quiver must be placed ON the shooting line in FRONT of the archer.
   - Shooter and quiver must remain in their half of the assigned lane when at the shooting line. Archers who crowd their lane-mate must be corrected by their coaches.
   - Archers must remain standing on their feet and off their knees when at the targets scoring & pulling arrows.
   - While both archers may approach the target when scoring, only one archer may remain at the targets when arrows are pulled. The other archer must be safely behind the target line while arrows are being pulled.
   - Points must be covered with one hand and shafts grasped below the vanes with the other when carrying arrows.
   - The archer must pre-draw, draw and aim in a manner to keep the arrow pointed safely below the top of the backstop curtain at all times.
   - The archer must pre-draw, draw, and aim in a manner to keep the arrow pointed towards the targets and away from the floor.

e. **Order of Shooting**
   - Each archer will shoot one practice end of 5 arrows and 3 scoring ends of 5 arrows at 10 meters.
   - Each archer will shoot one practice end of 5 arrows and 3 scoring ends of 5 arrows at 15 meters.
   - Archers will have 3 minutes to shoot each 5-arrow end.
   - An alert will be provided near the conclusion of each end.
   - An arrow that bounces off the target may be shot again as instructed by range officials.
   - A dropped arrow will be left on the floor and replaced by a range official.
   - An arrow that reaches the target line without hitting the target is considered a shot rather than a dropped or bounced-out arrow and will be scored zero points.
   - After shooting the last arrow the archer must immediately rack the bow and return behind the waiting line.

f. **Scoring:**
   - All arrows should be scored before any arrow or the target's face is touched.
   - Beginning in the center of the target, scoring rings are 10, 9, 8, 7, 6, 5, 4, 3, 2, & 1.
   - An arrow touching a scoring ring line is awarded the higher point value.
   - An arrow outside all scoring rings is awarded 'O' points.
   - The 'X' ring in the center of the 10 is simply scored as a 10.
• An arrow that 'robin-hoods' another arrow receives the value of the arrow in the target.
• An arrow that skips off the floor and imbeds in the target is scored where it sticks.
• An arrow that skips off the floor and bounces off the target is treated as a bounce-out.
• Summation of the highest 6 individual scores, with at least 2 of both genders will comprise the team score.
• The score sheet at Annex A is the only authorized score sheet.
• Both archers should walk to the target in their lane.
• Both scorecards will be on the same score board.
• One archer will call arrows HIS/HER own arrows while the other bubbles in the score of these arrows.
• Archers will then reverse roles, the other calling HIS/HER own arrows while the other bubbles.
• If archers cannot agree on an arrow's score, a range official must be asked for the final decision.
• The scorecard must be signed by the archer and lane-mate at the conclusion of the flight.
• Range officials will gather signed scorecards at the conclusion of each flight at the target.
• Disqualification may occur if an archer takes the scorecard to the coach or other unofficial person(s).
• Only archers and tournament officials will be allowed downrange of the waiting line.
• If an archer witnesses the lane mate recording a false score the range official should be alerted.

g. **Ties will be broken**

• The summation of scores may determine a tie. If a tie occurs it will be broken by determining the highest number of 10's, 9's, 8's, and so on.
• If necessary, a shoot-off will take place prior to the awards ceremony. KEEP YOUR BOW NEAR BY! Archers absent for tie-breaking will be awarded the lower rank.
• Tied individuals will shoot a 5-arrow warm-up end at 15 meters.
• Then a 5-arrow end competitive end at 15 meters.
• If still tied, a single arrow shot from 15 meters, closest to the middle of the target's center will break the tie.
• Tied teams will select one male and one female archer from their teams.
• These two archers from each team will shoot a 5-arrow warm-up end at 15 meters and then a 5-arrow scoring end at 15 meters.
• The combined scores of both the boy and girl team members will be compared to break the tie.
• If a tie persists both the boy and girl from each team will shoot a single arrow at the same target.
• The arrow closest to the center of the target will win the tie.
h. **Protest Procedures**

- The DAI will be designated to receive and resolve official protests regarding the tournament.
- A protest must be received by the committee within 30 minutes following the conclusion of each flight.
- Protests may concern the following:
  - An individual archer or team's score.
  - Equipment compliance.
  - An Archer’s eligibility
- Video or other photographic evidence regarding the protest will not be considered.

B. **Tasks to Subordinate Units**

- Identified schools will field a full Archery Team for competition.
- Equipment - Only equipment specified for use in NASP® may be used in the competition

**Bows:**

- Only the stock (original) unmodified GenesisTM bow approved for NASP® may be used. All bows must be on bow racks for the range master’s inspection before shooting begins.
- A non-compliant bow must be removed from the competition by the Head Coach until it can be restored to a compliant condition before competition begins or resumes.
- Only thread knots or heat shrink nock locators are permitted. There may be up to one nock locator above and below the arrow nock. Brass nock locators are prohibited. Instructions for tying on a nock locator are available at www.nasparchery.com.
- The bow must be sight and sight-mark free. Camouflage bows may be used, but the face of the sight window must be covered to prevent camouflage lines serving as sight marks. Tape or paint placed to cover sight marks must remain in place throughout the competition. It is important that archers and coaches comply with this rule before their flight time.
- The bow must be free of draw stops or stabilizers.
- The bowstring and cables may be 'after-market' but of the same approximate length.
- The cable guard, grip, slide, wheel, cam, bearings, riser, and limbs must be original and unmodified
- An archer's bow may be personalized by painting, stickers, etc. but the bow must remain sight-mark free.
- The arrow rest must be original and unmodified. The rest arm sleeve may be absent.
- Except for malfunction, bows must remain downrange of the waiting line once shooting begins.
- The bow's draw weight must remain unchanged after the 1st scored arrow is shot at 10 meters.
- Except for major malfunction the same bow must be used throughout the competition.
- Loaner Bows: Archers are encouraged to bring their own NASP® bows. A few 'loaner' bows will be available in case of equipment failures. Our single line format is unsuitable for bow-sharing. (if we are stacking shooters we will be able to share)
- The standard bow grip must be present and unmodified.
• All bows are subject to inspection at any time. This includes dismantling, weighing, axle to axle, brace height measuring & any other necessary measure deemed necessary by range officials.

**Arrows:**

- Only the stock (original) unmodified Easton 1820 arrows approved for NASP® may be used.
- If providing your own arrows they must be the official and unmodified NASP® arrows.
- Arrow nocks may be the NASP® glue-on or push-in nock.
- Arrow points must be the NASP® standard; glue-in, cone shaped and weighing 60 grains.
- Arrow vanes must be soft plastic, 2.5-3.0” long and no more than .4-.6” in height and attached to the shaft with a straight off-set of approximately 1.5 degrees. Only 3 vanes may be on the arrow.
- Personal arrows may have vanes marked for purposes of identification. The arrow shaft may be marked, crested, or taped above the mid-point (towards the nock) for purposes of identification.
- Arrow Supplies: Tournament officials will provide 5 arrows (and replacements as needed) in each archer’s floor quiver. Push-in nocked arrows will be provided at this tournament.
- If personal arrows are used, a readily accessible supply of replacements must be on hand.
- Throughout the competition archers may use any approved NASP® aluminum arrows whether all push-in or glue-on nocks or a mixture of both.

**Accessories:**

- Archers may wear finger tabs, tape, or gloves to protect drawhand fingers.
- No-glove' finger-protection devices may be placed on the bowstring. Must be without a “Kisser or Locator Button”.
- Heat shrink tubing may be placed on the bowstring to reduce finger strain but the tubing must cover the entire center serving above and below the nock locator(s).
- Archers may wear arm guards.
- Finger or wrist slings are allowed. Wrist slings may be attached using the bolt that comes with the strap. The bolt must be made of steel or plastic and must protrude one inch or less beyond the bow’s accessory hole.
- Mechanical release aids are prohibited except as pre-approved solutions for physically challenged archers.
- ‘Sims’ vibration dampeners on the limbs are allowed.

3. At official discretion, any bow, arrow, or accessory may be subjected to inspection, including dismantling. Anyone found using disallowed equipment or modifications will forfeit awards and be disqualified from the rankings. Disqualification may affect their team’s rank.
4. Units will submit the following information to JROTC Brigade Office.

   a) Full name and rank of each team member.
   b) Full name and rank of Team Captain.
   c) Names of all other participants competing in at-large category.

5. Senior Army Instructors are responsible for coordinating transportation for their cadets to the competition.

6. All units will submit an After Action Review, due to Program Managers Office.

C. Uniform: Schools are encouraged to have archery-school unique uniforms, but is not required.

   • It is important that students remain safe and comfortable. Therefore, all student archers must wear close-toed shoes. (Bare feet and sandals are disallowed).
   • Use of personal music playing devices, ear buds & head phones is prohibited on the range.
   • Behavior considered disruptive, unsafe, offensive, or otherwise inappropriate may result in expulsion of the archer, coach, or observers. No warnings will be issued.
   • Sportsmanship: Archers are expected to respect others. Acts of unsportsmanlike conduct will result in disqualification and removal from the event. Coaches, Assistant Coaches, Volunteers and Spectators are also expected to remain respectful of others. Acts of unsportsmanlike conduct could result in removal from the event. If a coach, assistant coach, volunteer or spectator disrespects, threatens, or inappropriately touches a lane official or tournament judge they will be immediately disqualified from the event and will be escorted out of the facility and not permitted re-entry.

D. Coordinating Instructions:

1. Host High School is responsible for:

   • Provide sufficient availability of support facilities to restrooms, public address systems, and the Competition Information Table.
   • Prepare all competition range areas are clearly identified and marked according to competition rules.
   • Provide large cones for arrows to be placed in.
   • Coordinate with JROTC Program Management Office.

2. Awards Ceremony will be conducted immediately after this competition. The SDUSD JROTC Program Office will award a 1st-3rd Place perpetual trophies to the teams with highest cumulative points. The top three individual scores (regardless of team or at-large category) will be awarded 1st, 2nd and 3rd place medals.
3. BDE Staff will:

- Operate and man the Competition Information table
- Provide assistance/recorders throughout competition to Instructors.
- Turn-in, consolidate and secure all grading sheet at the Information table.
- Coordinate photo coverage and submit an article to the JROTC Program Manager NLT one week after competition.

4. Competitors will:

- Refer to Annex A for event scoring sheet.
- Refer to this SOP for competition rules and safety restrictions.

5. All instructors will report any discrepancies or violations to 1SG (Ret) Olson

6. Commander’s Critical Information Requirement (CCIR) – Immediately report □ Any injury to JROTC student □ Student is identified missing.
   □ Any suspicious individual which is not part of the SDUSD Joint Brigade.
Appendices:
Appendix 1 - NASP Score sheet

Annex A- NASP Score sheet
Annex G - Cadet Ball

I. Execution:

A. Concept of Operations. This is a three phase event consisting of Cadet Club planning and coordination, Cadet Ball rehearsals, and event with follow-on After Action Review.

Phase I - Administrative preparation.
- Identify and confirm location
- Identify Cadet Club members
- Identify a Cadet Ball Theme
- Identify and Submission of Royal Court Personnel
- Identifying Cadet Ball attendees to include VIPs
- Identifying Color Guard and Honor Guards
- Payment for Cadet Ball Attendees

Phase II - Rehearsals
- The Brigade Staff, Joint Color Guard, and Joint Honor Guard w/ALL equipment will begin rehearsal at the designated location’s Ballroom.

Phase III - Conduct event with follow-on AAR
- This phase consists of the arrival and activities at the location and culminates with the attendee’s safe return home. (See Annex A for general schedule of activities.)
  - Each school’s Cadet Leadership and Cadre conduct an After Action Review and submit it to the Cadet Brigade Commander and JROTC Program Manager.

B. Tasks to Subordinate Units

1. JROTC Instructors

   a. ALL INSTRUCTORS ARE REQUIRED TO ATTEND FROM 1800 – 2330 hrs

   b. One instructor is required to arrive NLT 1730 hrs to check-in your cadets.

   c. A minimum of one Instructor from each school must stay after the dance portion of the event until all your cadets have departed the Town and Country.

2. Designated lead high School cadre will direct the Joint Brigade Color Guard

   a) Joint Color Guard will consist of at least one Flag bearer from each service.
      • 3 cadets from the lead HS will man the National Colors, and two riflemen.
      • 1 cadet from an Air Force HS will man the Air Force
      • 1 cadet from an Army HS will man the Army Flag.
      • 1 cadet from a Navy HS will man the Navy Flag.
      • 1 cadet from University City HS will man the USMC flag.
• NOTE: 1 additional cadet from the lead HS will be their perspective branch’s colors bearer

b) All Brigade Joint Color Guard members will wear berets/service hats and white gloves, no chrome helmets.

3. Designated HS cadre will direct the Joint Brigade Honor Guard.

a) Rehearsal will be scheduled and held.

b) Cadet Brigade CSM will serve as Honor Guard Cdr.

c) The Honor Guard will consist of two cadets from each school: **Honor Guard members will not wear hats.** Only equipment required is saber (w/o scaber) and white gloves. Schools will provide their own flags and sabers. **Cadre MUST ensure that selected cadets can hold-up the saber for an extensive period of time!**

d) All schools must thoroughly brief their cadets as to the proper conduct for themselves and guest. This includes, but not limited to, **arriving no earlier than 1730hrs and NLT 1830 hrs**, dancing in a non-suggestive manner (please monitor your cadets), not getting up or talking during guest speaker speech, moving during the presentation of colors or taking decorations until the ball is over.

e) All schools must conduct cadet uniform inspection and brief guidelines **before the event at respective schools.** (Annex B)

f) All schools must brief their Principal or designated representative to be in the on location NLT 1845hrs to be briefed and participate in the ceremonial introduction.

g) All schools will coordinate with 1SG (Ret) Olson if additional tables are needed. (Annex D - table assignments TBP based on attendance)

h) All units must present a Centerpiece for the competition. (Annex E)

i) All schools must train Royal Court on proper presentation etiquette. Upon being presented to the on-stage Reviewing Party, each couple must pass through the Honor Guard, pause in front of the stage, bow and curtsy and have picture taken. Guide will be positioned to direct them on which side to turn and assemble.
Appendices:
Appendix 1 – General Schedule of Events
Appendix 2 – Cadet Uniform and Conduct Guidelines
Appendix 3 – Centerpiece Guidelines

Appendix 1 – Schedule of Events

Schedule of Events

1630  Color Guard, Honor Guard and cadets participating in Arches arrive for Rehearsal
1730  Check In
1815  Ballroom Opens

1830  NLT Arrival Time for All
1900  Presentation of Colors
1915 – 2030  Dinner w/Guest Speaker (Pratt)
2030  Court Forms
2045  Presentation of the Royal Court
2100 – 2330  Dancing

Appendix 2 – Uniform and Cadet Conduct

1.  JROTC Cadet attire guidelines:

   a.  Male cadets **must** wear the class A uniform. Coats will be worn until departure from Town & Country.

   b.  Female cadets **have the option** to wear a formal gown or the Class A uniform with neck tab. **We highly encourage females to wear long evening gown attire.**

   c.  Female guests who are not JROTC cadets **must** also wear formal attire. We highly encourage these females to wear long evening gown attire as well.

   d.  Male guests who are not JROTC cadets **must** wear formal or suit/tie attire. Vest and tie is not acceptable; minimum 2-piece suit.
ENTRANCE WILL BE DENIED TO ANY MALE GUEST WHO IS NOT PROPERLY DRESSED.

e. Sneakers and slippers are not allowed.

f. PLEASE ENSURE ALL CADETS UNDERSTAND THAT THIS REQUIREMENT WILL BE STRICTLY ENFORCED.

g. Headgear is not required and should not be brought into the building.

h. For safety purposes, cadets will not be allowed to take shoes off during dance. Multiple sharp objects (medals, pins, ear rings) are dropped throughout the dance and may cause harm. Advise cadets to bring comfortable shoes. SHOES WILL BE WORN AT ALL TIMES.

2. General Functions: The Cadet Ball is a school sponsored function and the following mandatory rules will be strictly enforced.

a. Cadets may leave the immediate ball area to have pictures taken in the foyer.

b. Drinking intoxicating beverages and smoking is not permitted.

c. JROTC instructors need to circulate frequently about the ballroom and around the building to insure rules are observed.

Note: 25 Vegetarians meals will be available. Attendees requesting vegetarian meals must be identified by the specified date on the final attendance roster.

Appendix 3 – Centerpiece Guidelines

Each unit is required to submit a centerpiece for judgment at the Ball. The centerpiece should reflect the chosen theme and color scheme.

The centerpiece rules are:

• All table centerpieces must be related to the main centerpiece you present for competition on stage.
• Selected VIPs will be brought forward to judge centerpieces. The Brigade Staff will brief them on criteria.
• No fire (candles)
• No explosives
• Nothing sharp
• No pornographic or drug references
• 1.5 feet by 1.5 feet, must fit in center of table, but no height limit
• No fish bowls or other use of animals
• Judged on creativity
• Be advised that the use of a power outlet may not be available to you on stage, so use batteries or do not rely on external power.
Annex H - Cadet Challenge

I. Execution:

A. Concept of Operations. This is a three phase event consisting of Cadet Challenge Team training and selection at individual schools; Cadet Challenge competition, and the After Action Review.

B. Scheme of Maneuver.

1. Phase I. This phase is conducted throughout the entire school year and consists of:
   - Monitoring cadet performance
   - Identify potential candidates
   - Familiarization of events
   - Select teams composed of five females and five males.

2. Phase II. This phase is conducted at the host school and culminates with the competitor’s safe return home. See attached enclosures for rules and schedule of activities.

3. Phase III. This phase is conducted at each school site. Each school’s Cadet Leadership and Cadre conduct an After Action Review and submit it to the Cadet Brigade Commander and JROTC Program Manager.

C. Coordinating Instructions.

1. Each school immediately reports in at the Competition Information table NLT 0730 hrs. Mandatory Brigade Formation and Opening Ceremony in the gymnasium will begin at 0800hrs followed immediately by the start of the competition.

2. Host HS is responsible for:
   a. Coordination with Brigade Staff to ensure sufficient JROTC Instructors serve as the Judges for each event.
   b. Sufficient availability of facilities to include Football Field and Track, Gymnasium w/restrooms, public address system, Competition Information Table, and Cadre/Inspector welcoming area.
   c. Provide tiered platforms for Awards Ceremony.
   d. Color Guard for Opening Ceremony
   e. Sufficient water points for participants.
   f. 10 cadets supporting the Basketball Throwing competition placing markers and assisting in measurements.
   g. Mats
3. BDE Staff will:
   a. Operate and man the Competition Information table
   b. **Provide assistance/recorders throughout competition to Judges at every** station.
   c. Turn in, consolidate and secure all grading sheet at the Information Table.
   d. Supply all Medals, Certificates, and Trophies
   e. Conduct Awards Ceremony
   f. Coordinate photo coverage and submit an article to the JROTC Program Manager.
   g. Coordinate EMT services
   h. Supply Point Loma HS with disposable drinking cups and Water jugs as needed.

4. All units’ tasks:
   a. Field a male and female team in accordance with (IAW) the standard operating procedure (SOP) (Annex 1).
   b. Submit name of Instructor appointed as Grader.
   c. All school Graders are needed for the Push-up and Curl-up events.
   d. Instructors from Specified High Schools will judge the Basketball Throw lanes.
   e. Instructors from Specified High Schools will judge the Relay Races.
   f. All schools must provide transportation.
   g. All schools must submit the following information to JROTC Program Manager’s Office.
      1. Full name and rank of Cadet Challenge Captain
      2. Full name, gender and rank of each competitor.

5. Competition Administration Notes:
   a. Units without the required number of cadets per the SOP will be given 0 points for that particular event.
   b. Units will be responsible for bringing additional water for participants.
   c. ALL units must stay for Awards Ceremony.
   d. Awards:
      1. Medals for each participant
      2. Perpetual trophies of each 1st, 2nd and 3rd Place Team category (Male, Female and Overall team)
      3. Recognition for each 1st place Male/Female top performer in each category (i.e. Pushups, Curl-up, Team and Distance Throw)
      4. Recognition for first place team Relay Race
      5. Schools that want Cadet Challenge arches and cords must request them from BDE Headquarters.
Appendices:
Appendix 1 – Cadet Challenge SOP
Appendix 2 – Schedule of Events
Appendix 3 - Opening and Award Ceremony Formation layout
Appendix 4 - Competition Formation layout and Instructions

Appendix 1 - Cadet Challenge SOP

1. The JROTC Cadet Challenge is designed to test each competitor on strength, stamina, agility and mental toughness. Teams will consist of 5 male and 5 female cadets, but grading/placing will be in individual, team gender and team total categories.

a. Teams
1. Each school will have a 10-person team of 5 male and 5 female cadets.
2. School will submit a final roster the morning of competition before the first formation. Roster must identify Team Captain, team members and the two alternates (1 male, 1 female). No Guidons.
3. Schools may identify one male and one female alternate, BUT they may not compete unless a cadet cannot perform due to injury. The JROTC NCOIC will verify injury and approve substitution before they can compete.
4. If an alternate is approved to compete, the replaced cadet may no longer return and compete in any other remaining events.
5. Cadets may not wear cleated shoes or participate in socks or bare feet.

b. Graders
1. All schools will identify an Instructor to serve as a Judge.
2. Judges will wear their specific Service or school physical fitness attire.
3. All judges are needed for the Push-up and Curl-up events.
4. Instructors from Specified High Schools will judge the Basketball Throw lanes.
   ● San Diego HS, Morse HS, Madison HS, Mira Mesa HS and University City HS.
5. Instructors from Specified High Schools will judge the Relay Races.
   ● Scripps Ranch HS, Crawford HS, Kearny HS, Patrick Henry HS, and Hoover HS.
6. Judges will never grade their own school.

c. Events
1. All events will start with Male Team followed by the Female Team.
2. Push-up and Curl-up events will have all teams competing simultaneously. Other cadets and visitors can cheer on their teammates while they compete.
3. ONLY competing cadets and cadre can be in the competing area, all other observers must stay in the viewing area.
4. Relay Races and Distance Throws are conducted in designated Heats. Schools are placed in Heats based on random drawing during check-in. In these events, the teams will be competing for overall fastest times or longest distances regardless of which Heat they compete in.
5. See attached pages for specific event guidance.
d. Awards

1. Push-ups – Recognition for the top male and female performance in the Brigade. Points are combined for every counted pushup.
3. 5x400 Relay Race - Recognition for each top male and female team performance. Not all teams can run on the same Heat so place is determined by best running time, not finishing place in a heat.
4. Distance Throw - Recognition for the top male and female performance. Place is determined by individual’s longest throwing distance.

5. Trophies:
   (1) 1st, 2nd, 3rd Place in Male Category.
   (2) 1st, 2nd, 3rd Place Female Category.
   (3) 1st, 2nd, 3rd Place Overall Team Category.
   (4) Team Captain’s will be awarded their unit’s Cadet Challenge medals for their entire 10-person team. Box will consists of 2- Gold medals (male and female 1st Place), 2-Silver medals (male and female 2nd Place) and 6Bronze medals (male and female 3rd-5th Place).

2. Competition instruction

   a. Push-up: Push-ups measure upper body muscular endurance. All Instructors will judge this event.
      - This event will be conducted utilizing the FITNESSGRAM cadence standard. The candidate will not be limited to the 75 maximum repetition stated in the PFT Reference guide, pg. 14 (https://pftdata.org/files/PFT1516_Reference_Guide.pdf).
      - To listen to the Push-up audio follow the link: (Ctrl + Click) https://www.ousd.org/cms/lib/CA01001176/Centricity/Domain/125/PushUp%20Cadence.mp3
      - To watch the Push-up video follow the link: (Ctrl + Click) https://pftdata.org/video.aspx?v=Push-Up

   The candidate must:
   ▼ On the command “GET READY,” Assume a prone position supported on one knee on the ground.
   ▼ On the command “GET SET,” assume the front-leaning rest position (arms extended) by placing your hands just outside the shoulders with fingers facing forward; your feet may be together or up to 12 inches apart; when viewed from the side, your body will form a straight line from your shoulders to your ankles. ▼ On the command “GO,” the push-ups cadence will play on the loud speaker.
   On the command “DOWN” Begin the push-up event by bending your elbows and lowering your entire body as a single unit until your upper arms are at least parallel to the ground (90); On the command “UP” return to the starting position by extending your arms and raising your entire body as a single unit until your arms are fully extended. The judge will:
   ▼ When the command “GO” is given, monitor each repetition making sure the body remains rigid in a generally straight line, moving as a single unit; the upper arm is parallel to the floor in the “down” position; and the arms come to full extension in the “up” position.
   ▼ In the proper administration of the Push-Up, a student is allowed two form breaks with the first form break counting as a repetition. A student who commits two form breaks immediately after the start of the Push-Up should be scored 1.
The event is terminated if the candidate commit two form breaks.

- **Form breaks**: when candidate do not achieve a 90 degree angle of elbow flexion in the down position before pushing up, when a straight back is not maintain throughout the push-ups, when the arm is not fully extended in the up position, when the candidate stops to rest, and when the candidate cannot keep up with the cadence.

Record the number of correctly executed repetitions.

![Figure 1: Proper Pushup Position](image)

**b. Curl-Up:** The curl-ups event measures abdominal/core body muscular strength and endurance. All Instructors will judge this event.

- **This event will be conducted utilizing the FITNESSGRAM cadence standard.** The candidate will not be limited to the 75 maximum repetition stated in the PFT Reference guide, pg.12 ([https://pftdata.org/files/PFT1516_Reference_Guide.pdf](https://pftdata.org/files/PFT1516_Reference_Guide.pdf)).
- **To listen to the Curl-Up audio follow the link:** (Ctrl + Click) [https://www.ousd.org/cms/lib/CA01001176/Centricity/Domain/125/CurlUp%20Cadence.mp3](https://www.ousd.org/cms/lib/CA01001176/Centricity/Domain/125/CurlUp%20Cadence.mp3)
- **To watch the Curl-up Video follow the link:** (Ctrl + Click) [https://pftdata.org/video.aspx?v=Curl-Up](https://pftdata.org/video.aspx?v=Curl-Up)

The candidate must:

- On a mat, candidate lie on their backs with their knees bent at a 140 degree angle, feet flat on the mat and their hands at their sides, palms face down. On the command **“GO”**, the **Curls-ups cadence and instructions** will play on the loud speaker. On the command **“UP”** Begin the Curl-ups event by moving slowly, students curl up, sliding fingers across a measuring strip on the mat, on the command **“DOWN”** curl back down until the head touches the mat.

The judge will:

- When the command **“GET SET”** is given, monitor body position making sure during each repetition the knees are bent approximately 140 degrees, **feet flat on the mat and their hands at their sides, palms face down.**
- In the proper administration of the Curl-Up, a candidate is allowed two form breaks with the first form break counting as a repetition. A candidate who commits two form breaks immediately after the start of the Curl-Up should be scored 1.
- The event is terminated if the candidate commit two form breaks.

- **Form breaks**: when heels comes off contact with the mat, when the head do not touch the mat, when movements become jerky, when the candidate stops to rest, when candidate cannot keep up with the cadence, and when fingers do not touch the other edge of the 4 ½ strips.
▼ Record the number of correctly executed repetitions.

Figure 2: Proper Curl-up Position

c. 5x400 Relay Race Instructions
1. Each school will have a 5-male and 5-female team.
2. Instructors from Scripps Ranch, Crawford, Kearny, Patrick Henry, and Hoover will judge the Relay Races. Judges will identify the team they are timing and record a total team time, not individual.
3. Races will alternate between male and female events. For example, if the Male teams from Kearny, Pt Loma, Serra and Hoover are in the first heat, the same school’s Female team will run in the second heat.
4. All heats will be determined on the day of competition.
5. Heats will run in a 4-4-5 team format, assuming there are 13 teams racing.
6. Cadets in the first relay will begin at the same starting line. All other runners will stay in the field Relay Holding Area, in the order they will enter the relay.
7. Second-leg runners come onto the track immediately after race starts. Every relay leg follows the same procedure.
8. Runners must exchange baton, but there are no penalties for dropped batons or going outside any exchange area.
9. Shoes that feature: barefoot, five fingers and spikes are unauthorized.
10. The total team time will be recorded.
d. **Kneeling Basketball Throw**

The basketball throw measures ability to generate shoulder girdle power and total body coordination and balance from a stationary position. **Instructors from SDHS, Madison, Mira Mesa, and UCHS will judge the Basketball Throw lanes.**

1. Field will be marked to allow teams to start at the goal line. Each competitor will be centered in a 10-yard throwing lane. Heats will be designated on that day.
2. To start the event, the judges will –
   (1) Position the first Heat at goal line starting line.
   (2) Instruct cadets to get into kneeling position centered in the 10yd lane.
   (3) Cadets pick-up ball and on order, throw the ball.
   (4) Once in position, cadets may not get up, sit down or rest by sitting back on their legs.
3. Judges will mark successful throws and only move the marker if the next throw is successful and exceeds the previous throw. Distance will be measured from the competitor’s position at the goal line to the front of the marker of farthest throw.
4. Throwing instructions –
   a. The cadet throws a basketball as far as possible from a kneeling position.
   b. In an overhand throwing motion (NOT side-arm) throw a men’s basketball as far as possible (Figure 1). The non-throwing hand may be used to steady the ball before throwing, but only one hand can be used to throw the ball (e.g. no two-handed throws allowed)
   c. Keep in mind that- (1) The cadet’s hands may not touch the ground during the test
      (2) Only the knees and feet may be in contact with the ground during the test
      (3) Cadet must face the throwing line and knees must remain parallel (alongside each other) at the throwing line.
      (4) Legs may be spread shoulder-width apart, but feet or knees may not lift, slide or move throughout the throwing effort.
      (5) Cadet will be allowed two practice throws before taking three official throws for distance.
      (6) **Basketball must land in the designated lane.**
      (7) Marker will identify successful throws, but only the longest throw will be recorded

![Figure 3: Proper Basketball Toss Position](image)
Appendix 2 – Schedule of events

Event Schedule

0730-0745  Team Check-in
0745-0800  Team Captain Rehearsal
0800       Bde Formation / Opening Ceremony
0830-0930  Push-up & Curl-up Competition
0945-1015  Distance Throw Competition
1030-1130  Relay Races
1130-1230  Awards Ceremony

Appendix 3 – Opening and Award Ceremony and Formation layout

Cadet Challenge Brigade Formation

Visitor Observation Area  Gym Upper Level
Appendix 4 – Event Formation and Instructions

Push-up and Curl-up Formation
&
Event Instructions

1. Captains fall in with team and form one line. Male team competes first.
2. Teams will annotate names of male and female teams on form w/clipboard.
3. All competition rules are announced.
4. All designated Graders move forward in front of their school.
5. On OIC’s command, all graders will move to unit to their left.
6. Clipboards are given to graders by first competitor.
7. Competition begins.
8. Graders rotate after each competitor finishes. They will never grade their own school or any school twice in same event. Clip board stay with school as graders rotate.
9. For Push-ups and Curl-up graders only record the number of successful repetitions completed.
10. After Push-up event is complete, Graders go back to their respective schools.
11. Before Curl-up event begins, Graders rotate to units to their right.
Annex I - Exhibition Drill

I. Execution:

A. Concept of the Operation: This competition will be conducted in four separate phases (ADT, UDT, 4-person ADT, 4-person UDT) with each phase having their own drill pad assigned. **There will be no awards ceremony.**

B. Tasks to Subordinate Units

1. All schools will field a full Armed and Unarmed Drill Team for competition and a 4-person ADT/UDT team. Notify the Program Manager immediately if you will not have a team compete, this has a direct impact on competition schedule.

2. **A Full-Team will consist of a minimum of ten team members** – the Team Commander and nine team members. Guidon Bearers are optional and are not counted in total members. Units with less than the ten-man minimum requirement may compete, but with no less than 8 cadets and a 20-pt deduction for every missing team member.

3. Teams may add additional members, there is no set maximum full-team limit.

4. Units will submit the following information to JROTC Brigade Office.
   a. Full name and rank of each ADT and UDT Commander.
   b. Full name and rank of each 4-person team Commander.

5. Senior Military Instructors are responsible for coordinating transportation for their cadets to the competition. Transportation of this many cadets is an issue to some schools. Recommend you contact your local Recruiters for assistance if sufficient parents are not available.

6. Participants must bring the necessary equipment to compete in their events.

7. All units will submit an After Action Review, due to Program Managers Office.

C. Uniform: All participants will proudly wear their designated Exhibition Drill competition uniform. Units may use service uniforms or special school drill uniforms. **However, camouflage, cammies, t-shirts, or any other type of field uniforms are not acceptable.** Headgear is optional for special school drill uniforms. All weapons must have slings.

D. Coordinating Instructions:

1. JROTC Program Office is responsible for:
   a. Coordinating and ensuring there are sufficient Judges to serve as Drill Masters for the 4-person and full-team ADT/UDT competitions.
   b. Providing sufficient availability of support facilities to restrooms, public address systems and the Competition Registration Table.
c. Preparing all required Drill Pads and Inspections areas and clearly identifying and marking them according to competition rules.

d. Coordinating medical support.

2. Awards Ceremony will not be conducted after this competition. Trophies will be presented to the 1st, 2nd and 3rd place teams in all categories at the Annual Joint Brigade Awards and Review, Date: TBD

3. BDE Staff will:

   a. Operate and man the Competition Registration table.
   b. Provide assistance and recorders throughout competition to Inspectors at every station.
   c. Turn-in, consolidate and secure all grading sheets at the Registration table.
   d. Coordinate photo coverage and publish an article to the JROTC Program Manager NLT one week after competition.

4. Competitors will:

   a. Refer to and become familiar with competition layout.
   b. Refer to schedule of events for start times. Teams must report-in 10 minutes prior to their start time to the Unit Inspection Area. All teams (full and 4-person teams) are inspected in the Inspection area. Inspection will carry 25% of total unit points assessed. Judges will visually inspect all team members, but no questions or general knowledge points are assessed.
   c. Refer to specific event scoring sheet.
   d. Refer to Annex B for competition rules and safety restrictions.

5. **All instructors will report any discrepancies or violations to CSM Reed (Ret).**

6. Commander’s Critical Information Requirement (CCIR) – Immediately report

   - Any injury to JROTC student
   - Student is identified missing.
   - Any suspicious individual which is not part of the SDUSD Joint Brigade.
This competition will be limited only by the creativity of the participating teams.

A. Minimum 10-man ADT and UDT Teams

i. All units are inspected in the Inspection area with the inspection accounting for 25% of total unit points assessed. Due to size of unit and time constraints, judges will visually inspect all team members, but no questions or general knowledge points will be assessed. All weapons must have slings.

ii. All Teams with arm or w/o arm: 6-8 minute routine.

iii. A penalty point will be assessed for each five seconds over or under the time limits.

iv. Team Commander MUST report in to the Head judge and request permission to enter the Dill Pad. Timing for exhibition will start when the first team member crosses the boundary line into the field, not when commander enters the field. It is mandatory that the team commander reports out to the Head Judge. Timing will end when the last individual, commander or team member completely exits the boundary line of the field.

v. There are three assigned judges- the designated Head Judge and two Field Judges. Judges circulate about the field. Timekeeper notes the time and report any violation to the Head Judge. One Judge will monitor the boundary and report any boundary violations to the Head Judge. All violations are deducted only in the Head Judge Score sheet.

vi. The exhibition field is 80 feet by 80 feet marked legibly. A ten-point penalty will be assessed for each boundary violation. The team may not cross the boundaries except to enter and exit the field. The team may enter and exit the Exhibition Drill area from any boundary line.

vii. Units with less than the ten-man minimum requirement may compete, but with no less than 8 cadets and a 20pt deduction for every missing team member.
viii. In event of a tie in any of the Drill events, the winner will be the team with the highest score by the Head Judge in the Exhibition Phase of competition.

ix. In the Armed category, the Team Commander may carry a saber/sword, but **will not** spin, toss or handle it in an unsafe manner. Five points will be deducted by each judge if sabers are spun or tossed.

B. **Four Person Armed and Unarmed Exhibition**

1. All 4-person teams are inspected in the Inspection area with the inspection accounting for 25% of total unit points assessed. Due to time constraints, judges will visually inspect all team members, but no questions or general knowledge points will be assessed. All weapons must have slings.

2. Four members from each team in the with/without arms categories may compete in this phase of competition. Team Commander MUST report in to the Head judge and request permission to enter the Drill Pad.

3. **The drill sequence will be 3-4 minutes with one point for each five seconds above or below the limits.**

4. Timing will begin when the first individual crosses the boundary line into the field (not when the commander reports in) and end when the last team member completely exits the Drill Pad.

5. The team will be judged on military bearing, posture, precision, difficulty and originality. Drill Pad size is 45 feet by 45 feet.
C. **Score criteria definitions**  
Although some areas in judging Drill competitions may become subjective in nature, these definitions are provided to give the teams commanders an idea on the basic guidance provided to the judges prior to competition.

1. **Entry/Forming** – Reporting-in to Head Judge, control of team entering, transition onto Drill Pad.
2. **Bearing of Team** – Team composure, response to commands, Commanders ability to control.
3. **Alignment** – Columns and ranks uniformity
4. **Precision** – Timing, accuracy, rhythm of movement
5. **Execution of Movement at the Halt** - Timing, accuracy, rhythm of movement
6. **Degree of Difficulty** – Use of Drill pad, tempo, aerials (ADT), complex marching sequences
7. **Originality** - minimize repetitive moves
8. **Showmanship** – sharpness, team response and unity

D. **Safety Restrictions on ALL Teams**
1. The weapon may leave the hands of the cadet and he/she may send it in the air above **his/her head no higher than the length of the cadet’s extended arm.**

2. Aerial exchanges of rifles is allowed; however, during the aerial exchanges the drill rifles must remain **below** head level and in judgment of the competition director not present a safety hazard.

3. “Pyramids” or “Lifts” are **not allowed** during District-level competitions. These moves present the danger of a possible fall and/or the potential for rifle to be dropped on a team member’s head. In the interest of safety, we need to modify our routine to eliminate these risks.

4. The Team Commander may carry a saber/sword, but **will not** spin, toss or handle it in an unsafe manner.

5. **FLAGRANT DISREGARD FOR THESE SAFETY RULES WILL RESULT IN DISQUALIFICATION.**
Annex J - Pass in Review

I. Execution:

A. Concept of the Operation: This is a 3-phase operation consisting of:

1. Rehearsal
2. Pass and Review
3. Awards Ceremony

Phase 1 - A rehearsal will be conducted at 1530 hrs at Lincoln High School. Uniforms are not required. The following must attend:

1. Joint Brigade Commander/staff and incoming Brigade Commander
2. All unit commanders
3. Guidons Bearers with guidons
4. All Color Guard members (Brigade and Units with flags)
5. Right Flank Flight/Platoon Leaders

At rehearsal site upon arrival:

a. All Color Guards report to the center of the field to the designated BDE Color Guard Instructor to receive instructions. The BDE Color Guard will be the winner of BDE Color Guard competition held in December.
b. All the Unit Commanders will report to the JROTC Program Manager to be briefed on the Review process. The Morse Instructor will brief the Commanders of the location of the Eyes Right/Ready Front markers and associated commands.
c. The Commander of Troops and Brigade Staff will report to the JROTC Program NCOIC. Walk the COT to the location of Staff, brief Adjutant of location and commands, and brief staff on their actions.
d. Crawford, Lincoln and Madison Instructors will coordinate with Master of Ceremonies on awardee process, location and massing awardees, entrance and exit routes.

Phase 2 – The Pass and Review will begin at 9am.

a. Instructor actions during this phase:
b. Schools arrive and escort their cadets from the bus directly to the field and begin setting-up formation.
c. Minimize or eliminate the personal items (backpacks, jackets, etc…) that cadets bring.
d. Instructors will stay with their units in the field and ensure safety.
e. March behind your units during Pass and Review.
f. Move them immediately into the bleachers after Pass and Review.
Phase 3 – Awards ceremony will begin immediately after Pass and Review. **Awardees do not go to the bleachers.** Schools will dismiss their award immediately after unit completes Pass and Review. Unit will then quickly occupy the bleachers. **No changes to awards will be made on the morning of event.** Send all the respective awardees or designated representative directly to track. Please notify **JROTC Program NCOIC** as they line-up awardees if a cadet is absent and who is accepting in the place.

B. Tasks to Subordinate Units

1. All schools notify their respective Principal or designated representative of their required attendance and submit name for the program.

2. Each unit submits two unit highlights to **JROTC Program NCOIC** to be read as unit is introduced at Pass and Review.

3. All units are allowed to bring 100 cadets, with the exception of Morse and Mira Mesa with a maximum of 150 cadets.

4. Units will submit the following information to JROTC Brigade Office
   a. Full name and title of administrator attending the event.
   b. Complete names, ranks and positions of current command and staff for current SY.

5. Busses are scheduled by JROTC Program Office with pick-up times coordinated with each respective school. Units must identify specific location of bus pick-up point with designated POC w/cell number. Confirm with **JROTC Program NCOIC** on the exact number of busses for each unit.

6. Specific Unit Tasks:
   1. **Lincoln HS**
      a) Set-up VIP seating area with two canopies and 36 chairs.
      b) Operate concession stand for all attendees.
      c) Ensure all gates are open for easy entrance and exit from stadium.
      d) Gain access and control of stadium PA system.
      e) Provide one cadre to direct units to seating area as they exit track.
   2. **Morse** – Have 4 cadets report to **JROTC Program NCOIC** to serve as escorts and assist VIP’s to Reviewing Stand.
   3. **Scripps Ranch** – Have 4 cadets report to **JROTC Program NCOIC** to serve as escorts and assist VIP’s to Reviewing Stand.
   4. **San Diego** – Have 4 cadets report to **JROTC Program NCOIC** to distribute programs.
   5. **PHHS** - Have 4 cadets report to **JROTC Program NCOIC** to distribute programs.
   6. **Madison, Lincoln and Crawford** – Each provide one Instructor to line-up awardees
7. **December BDE Color Guard winners** – Provide the Joint Brigade Honor Color Guard along with Instructor of winning school.

8. **UCHS/Pt Loma/Serra/Hoover** – After the Review, immediately send 5 cadets to **JROTC Program NCOIC** located at the Reviewing stand to conduct a Police Call of the bleachers, latrines and parade deck.

C. **Uniform**: All cadets will wear the summer short sleeve uniform with service specific headgear. Color Guards will not wear chrome helmets.

D. **Coordinating Instructions**:

1. **Awards Ceremony**:
   a. Award recipients’ fall-out of formation immediately after unit completes review and return to the track to be lined up for awards.
   b. Units will be directed by cadre to fill bleachers from both sides and immediately begin to fill stands.
   c. For team awards, **ONLY THE TEAM CAPTAIN WILL GO FORWARD TO ACCEPT THE AWARD**.
   d. The seating arrangement in Annex A is only a general layout of unit location, but Instructors **MUST ensure that every row from top the bottom is completely filled**.

2. The Brigade Pass and Review Order of March will be conducted in the following order:

   **Order of March**:
   - School 1
   - School 2
   - School 3
   - School 4
   - School 5
   - School 6
   - School 7
   - School 8
   - School 9
   - School 10
   - School 11
   - School 12
   - School 13

3. **The Brigade Staff** tasks include:

   - **The incoming-Brigade Staff** will provide assistance at the Award table with distribution of trophies.
   - **The out-going Brigade Staff** will provide assistance on the track with marching awardees forward for presentation of awards.
   - Incoming BDE J5 will provide photo coverage and submit an article to the JROTC Program Manager NLT one week after competition.
4. Commander’s Critical Information Requirement
   - (CCIR) – Immediately report
   - Any injury to JROTC student
   - Student is identified missing.
   - Any suspicious individual which is not part of the SDUSD Joint Brigade.

Appendices:
Appendix 1 – Sample Award Unit Seating layout
Appendix 2 – Joint Brigade Review SOP (Pass and Review)
Appendix 3 – Sample Pass and Review Formations/graphics and diagrams

Appendix 1- Sample Award Unit Seating Layout
Appendix 2 – Joint Brigade Review SOP (Pass and Review)

1. GENERAL. The Joint Brigade Review will be the closing event of the School Year and is the annual Awards Ceremony & Joint Brigade Review. It will be conducted without arms, except for the color guards. The sequence of events include:

   a. Forming the Joint Brigade.

   b. Presentation of Command and/or Honors.

   c. Inspection.

   d. Honors to the Nation.

   e. Change of Command

   f. March in Review.

   g. Conclusion.

2. PREPARATION.

   a. Joint Brigade Rehearsal. A Brigade-level rehearsal will be conducted a few days before the actual Joint Brigade Review. Senior Instructors, the cadet Brigade Commander and staff, Unit Commanders, Unit Right guides, Platoon/Flight Leaders, Guidon Bearers and Color Guards with flags.

   b. Unit Practice. Unit will practice marching in a massed formation prior to the Brigade rehearsal. Units will also instruct Guidon Bearers on the proper procedures of guidon protocol.

   c. Brigade Formation. The Brigade is formed as outlined in Annex C.

3. FORMING THE BRIGADE.

   a. The Brigade is formed in line with units massed in 4–man fronts, but units with greater than 150 cadets will form in 6-man fronts. Each unit is sized uniformly with the tallest cadets in front and on the right. When each unit is formed and sized, unit commanders will give the command, Parade REST.

   b. [Marching band, if used] The band is on line 12 steps to the right flank of first unit’s marker. The Adjutant is positioned between Band and first unit. When all units are in position and at Parade Rest, the Adjutant faces down the line and directs, Sound ATTENTION. Upon hearing command, Commanders face about and beginning with the two interior units (closest to the Colors) and proceeding outward in succession, unit commander order units to attention and face back to the front.
c. When all units are at Attention, the Adjutant directs, **SOUND ADJUTANTS CALL.** The following sequence then takes place:

(1) If band is available, they play while the Adjutant marches to his/her post. If no band is available, a recording of Adjutants Call music is played.

(2) The Adjutant marches to a position centered on the Command and halfway between the post of Commander of Troops (COT) and the final line. The Adjutant halts, conducts an about face, and directs **Bring Your Units to Parade Rest.** Again, starting from the center interior, unit commanders face about and give command **Parade Rest.** Returning to face the COT after execution.

(3) The COT and Staff move forward to their post six steps away and centered on Adjutant. They will face the line of troops and assume position of **Parade Rest.**

(4) The Adjutant comes to the position of attention, faces about and directs, **BRING YOUR UNITS TO ATTENTION AND PRESENT ARMS.** Again, the interior commanders will give commands in rapid succession. (The COT will also bring staff to attention) When the last unit is at Present Arms, the Adjutant faces about, salutes the COT and reports **“Sir/Ma’am, the Brigade is formed.”**

(5) The COT returns salute and commands, **TAKE YOUR POST.** (The members of staff do not salute.

(6) The Adjutant takes his/her post by facing half-left, marches forward, halts at normal interval as the right flank of the staff and faces about. The COT then directs **BRING YOUR UNITS TO ORDER ARMS.**

(7) When all the units are at Order Arms and the commanders are again facing the reviewing stand, the centered brigade staff member commands “**Staff, Right Face, Forward march, Column left March (twice), Mark-time march, Staff Halt, and Left Face.**

4. **PRESENTATION OF HONORS.**

a. The Brigade Commander moves into place.

b. As soon as Brigade Commander has halted in position, the COT faces and directs, **BRING YOUR UNITS TO PRESENT ARMS.** When all units are at Present Arms and commanders facing reviewing stand, the COT faces and commands the staff and himself to **present Arms.** COT reports to the Brigade Commander, **Sir/Ma’am the Brigade is formed.** The Cadet Brigade Commander returns salutes and replies **“Very well, prepare for Inspection.”**

c. The COT commands staff to Order Arms, faces about and directs - **BRING YOUR UNITS TO ORDER ARMS AND PARADE REST.** When all units are at Parade Rest, the COT faces about. The COT and staff remain at attention.
5. INSPECTION.

a. When the COT has faced the reviewing stand, the reviewing party marches forward and halts centered behind Brigade Commander. The COT salutes the Brigade Commander and reports

   “Sir/Ma’am, the Brigade is prepared for Inspection.” The party comprises of the Distinguished Reviewing Official, JROTC Program Manager, Incoming Bde Cdr and Outgoing Bde Commander. COT follows three steps behind and centered on Reviewing Party. The Reviewing Party marches to the right flank of the formation by most direct route.

b. Upon departure of the reviewing party, the right flank staff member directs the staff to Parade Rest. When the inspection has been completed, the right flank staff member directs Staff, ATTENTION, prior to return of COT.

c. The Reviewing party marches between the unit staff and the line of company commanders.

d. As the Reviewing Party approaches each unit, the Commander faces about and commands Battalion/Company/Group, ATTENTION and Eyes Right. (Neither the Unit Commander or his/her staff salute or execute eyes right.) The company commanders, platoon leader, and guidon bearers’ salute and the execution of Right and follow the reviewing party with his/her head and eyes until the head and eyes are facing directly ahead to the front. Remaining unit members only conduct Eyes Right, but do not salute.

e. The unit Commander remains facing his/her unit until the Reviewing Party has passed their unit at which time he/she commands Order Arms and Parade Rest. Commanders then face about to face Reviewing Stands and bring themselves and staff to Parade Rest.

f. As the Reviewing party approaches the Brigade Colors, The COT commands, Present Arms (six steps from the Colors) and Order Arms (six steps beyond the Colors). The Color Guard and bearers execute Eyes right and the Organizational colors dip (salute).

g. The Reviewing Party passes the entire formation and halts. The COT faces to the in marching, takes two steps, halts and faces about. The Brigade Commander repositions himself in front of the Reviewing Party. When the COT and Commander are in position, the COT reports:
   “Sir/ma’am this concludes the inspection.” Commander replies: “Carry on.” And they exchange salutes. Upon termination of salutes, the Brigade Commander escorts the Reviewing Party to their posts. The COT hesitates momentarily and faces to the right in marching and returns directly to his/her post.

6. HONORS TO THE NATION.

a. After the Brigade Commander has resumes his/her post, the COT faces the line of troops and directs: BRING YOUR UNITS TO ATTENTION. Again the two interior unit commanders begin first.

b. After the last unit has assumed the position of attention, the COT commands COLORS, CENTER (pause), MARCH
(1) On the command **COLORS, Center**

(a) The Brigade Staff executes a right face.

(b) The Brigade Color Guard marches directly forward to a position on line with the BN/CO/GP commanders and halts.

(c) The thirteen unit **color bearers** take one step forward, face inward towards the center of the field and halt.

(2) On the command **March**

(a) Marching music will be played and will continue to play until the colors halt in front of the Reviewing Officer.

(b) The Brigade staff marches far enough to provide clearance to the colors. The rear staff officer then commands **Halt and Left, Face.**

(c) The unit color bearers march to the center, halt at normal interval, face the reviewing stand and form a line approximately four steps behind and centered on the Brigade Color Guard.

(d) The COT moves forward to a position five (5) steps in front of the Brigade Color Guard and faces about.

c. The COT, over his/her shoulder, commands **Forward, MARCH;** at which time all colors and COT march forward. When the COT reaches a point approximately six step in front of Brigade Commander, he halts the group with **“Detachment HALT.”** the COT then salutes and reports **Sir/Ma’am, the colors are present.** Brigade Commander salutes and directs, **Present the Command.**

d. The COT faces to the right in marching, passes the right flank of the Colors and proceeds to his/her position, two steps in front of and centered on the Brigade Staff. He/she then directs **BRING YOUR UNITS TO PRESENT ARMS.** The COT commands the staff and colors **Detachment, Present ARMS.** The unit colors and brigade colors, the COT and brigade staff will execute Present Arms.

e. Honors to the Nation are rendered. At the completion of the National Anthem, the COT commands the staff and colors **Detachment, Order ARMS.** The colors assume the position of carry colors.

f. The COT then faces about and directs units **BRING YOUR UNITS TO ORDER ARMS.**

g. The Change of Command ceremony is initiated with JROTC Program Manager and Incoming Commander moving forward to position with Brigade Commander. Brigade CSM brings the Brigade Colors forward.

h. Commanders complete Passing of the Colors ceremony, CSM returns Brigade Colors to Color Guard and assumes his/her position. Incoming Commander and Program Manager exit field.
i. COT commands **Detachment Post** (pause) **MARCH.** On the command Post, colors reverse and halt. The Unit Colors face about.

j. On the command March, the unit and Brigade colors step off and music begins to play. The color bearers and Brigade colors return to their original posts by most direct line.

k. As the colors pass his/her position, the COT faces him/herself and the staff to the left and marches them to the center of the field and faces them to the right. The COT then faces the line of troops.

7. **MARCH IN REVIEW.**

   a. When the last unit color has returned to their proper positions, the music stops and the COT faces about to the Brigade Commander. The Brigade Commander will then direct **PASS AND REVIEW.** COT will assume position behind the staff and the Bde Cdr will lead the Brigade Staff. Staff will execute a Right turn and proceed to track.

   b. As the Brigade Commander and staff reach the right flank unit, the right flank commander commands **Right Turn, March,** to exit field and move towards track. Other units will move out in succession and follow in column at the prescribed distance.

   c. Each unit changes direction on the track. The commander will command **Left Turn March** for the massed formation.

   d. The Brigade Commander, with his/her staff takes a position 36 steps in front of the lead unit and leads the brigade past the reviewing stand.

   e. A red flag marker will be placed 6 paces on either side of the reviewing party to mark the location for units to execute Eyes Right and Ready Front.

   f. After passing the reviewing party, the Brigade Staff will turn and position themselves to the right of the reviewing stand. (This is accomplished by three right wheel movements)

   g. The Brigade Staff, Unit Commanders and staffs execute Eyes Right and Salute at the first marker, 6 steps from Reviewing Party. They terminate the Eyes Right and Salute when their staff has passed the second marker. The Reviewing Officer will salute the Brigade Commander, but will not return the salute of remaining unit commanders. Units terminate the eyes right and salute when their staffs have passed the second marker.

   h. The massed units will execute eyes right on command from the Battalion Commander. Commanders give the preparatory command Eyes over their right shoulder, two steps from the marker, as the right foot strikes the ground and the command of execution Right is given when the right foot strikes the ground again on line with the marker. On preparatory command **Eyes,** the guidon bearers raise their guidons. On the command of execution, **Right,** the unit commanders, XO’s, platoon/flight leaders execute Eyes Right and Salute. Guidon Bearers execute **Eyes Right** and **Present Guidon.** The right file continues to look straight forward and maintains correct distance. All other cadets in formation execute
Eyes Right and align themselves. When the rear of the unit reaches the Ready Front marker (six steps beyond the reviewing stand) the Commander commands Ready, Front. Guidon Bearers raise guidons on the command Ready and return to carry position on the command Front.

i. All units revert to control of their Instructors after clearing the reviewing stands.

8. CONCLUSION.

a. After all units have left the field and the music has stopped, the Bde Commander and staff exchange salutes, thus officially terminating the ceremony.

b. The unit judged to be the best in the “March and Review” will be presented the Best Drill Unit trophy at the next Brigade Review.

c.
Appendix 3 – Sample Pass and Review Formations/graphics and diagrams