



## MWR NSA SOUDA BAY CAPTAIN'S CUP PROGRAM BYLAWS



**Purpose:** To promulgate rules and regulations governing the Naval Support Activity (NSA) Souda Bay Captain's Cup Program (CCP).

**Background:** The CCP is intended to encourage unit participation by giving departments and detachments recognition for athletic participation and achievements. It also affords Department Heads and Officers in Charge (OICs) an opportunity to promote "esprit-de-corps", self-control, discipline, and teamwork through the Sports Program. This program will run from 1 January to 31 December of each year.

**Program Responsibility:** The Morale, Welfare and Recreation (MWR) Department will develop, organize, promote and administer an ongoing competitive CCP for the base community.

**Awards:** The overall champion will be presented the Captain's Cup trophy. There will be a traveling trophy that each department will keep for one year. A replacement trophy will be given to previous Captain's Cup Champions.

**Action:** The MWR Fitness Director/MWR Sports Coordinator is tasked with the interpretation and enforcement of this instruction and shall rule on all questions of eligibility; his/her decision in this area is final.

**Entries and Rosters:** All entries/rosters must be submitted in writing to the MWR Fitness Director / MWR Sports Coordinator Office located in the MWR Fitness Center at Building 66.

- a. League rosters are unlimited and changes can be made any time up to game time during the season, which includes and post-season tournament.
- b. Once a player plays for a particular team and has been added to the team roster, he/she has declared team membership with that team and may not play for any other team.
- c. If a person's name appears on a game score sheet and/or roster, then that individual will be considered to have played for that team.
- d. Changes to league/tournament rosters must be made in person and/or email by the team coach and/or team representative.

**League Play:** Players must play/participate in one regular season game to be eligible for post season play (championship tournament) unless they are on leave, TAD, deployed, or could not participate due to a medical reason during the regular season.

**Command Entries:** If a command enters a team in a sport, then all individuals assigned to that command must play for that team. If personnel are assigned Temporary Addition Duty (TAD) to another unit for a period of 90 days or more, that member may play either for the member's parent command or for the command where the member is assigned TAD. If the command does not enter a team in a particular sport, then individuals from that command may play for another Command after entering into the free agent pool. The MWR Fitness Department will determine which command that individual will be assigned to play for ("Free Agency" Clause).



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### **Multiple Team Entries:**

- a. A command may enter more than one team per event.
  - i. Participation points and team place points will only be awarded for one team.
- b. Changing of players from one team to another is not authorized after playing in one league game. Teams may request for free agents. Free agents can only be acquired by contacting the MWR Fitness Director/MWR Sports Coordinator.

**Combining Commands:** If two or more commands want to combine as one command to compete in CCP competitions, both commanding officers must agree and inform the MWR Fitness Director directly through email. Combined commands must remain together for the duration of the calendar year.

### **Eligibility:**

- a. All members of NSA Souda Bay, Tenant Commands and all authorized personnel by the Commanding Officer of NSA Souda Bay are eligible to participate in the CCP and compete for the Captain's Cup Trophy. Civilians have their own grouping in the Captain's Cup. Retirees are also eligible to participate.
  - 1) Family members at least 18 years of age and not attending high school may participate with their sponsor's unit. If the sponsor's unit does not enter a team, such family members may participate with any team within the respective sports area by obtaining a valid waiver via free agency.
- b. Each command team's captain / coach is responsible for checking the eligibility of his/her own players.
- c. Teams may not play ineligible players even by mutual agreement of both team coaches and the other players in the contest.

### **Penalties for Eligibility Violations:**

- a. Any person(s) found to be ineligible after competition has begun will be dropped from the league and/or tournament.
- b. The last defeated opponent will typically assume the disqualified person's position in the tournament. In the doubles competitions, the same penalties will apply. The ineligible person's partner will not be able to compete with a new partner.
- c. Any team found to have ineligible player(s) during or after competition will forfeit the contest. All points won in games or event in which an ineligible player was used will be forfeited.
- d. All ineligible players may not play with the team on which they were found to be ineligible. The ineligible play may also be barred from participation in CCP activities for the remainder of the season.
- e. Elimination Tournament: the results of the last game only shall be reversed when an ineligible person(s) was used.
- f. Any awards won by ineligible player(s) on team must be returned.



## MWR NSA SOUDA BAY CAPTAIN'S CUP PROGRAM BYLAWS



**Schedules:** MWR Fitness Director/MWR Sports Coordinator reserve the right to “sanction” additional CCP events at any point within the calendar year. The right is also reserved to cancel events if unable to field the minimum number for participation.

**Sports and Other Activities:** CCP events will be broken into five categories: Intramural Sports, Tournaments, Special Events, Fun Runs, and Incentive Programs:

- a. Major Sports: Flag football, Softball, Volleyball, Basketball and Soccer
- b. Tournaments: Such as 3 on 3 Basketball, Pickleball and so on.
- c. Fun Runs: 5K and 10K
- d. Incentive Programs: Such as Building The Parthenon and Climb Mt. Olympus
- e. Special Events: Such as the Virtual Biathlon and Eco-Challenge and so on.

### Point System:

- a. Intramural Sports:
  - 1) Participation Points: 50 Points
  - 2) Unsportsmanlike Conduct: -25 Points
  - 3) Ejection From A Game: -50 Points
  - 4) Regular Season Team Place Points:
    - i. 1<sup>st</sup> Place → 100
    - ii. 2<sup>nd</sup> Place → 90
    - iii. 3<sup>rd</sup> Place → 80
  - 5) Playoff Team Place Points:
    - i. 1<sup>st</sup> Place → 50
    - ii. 2<sup>nd</sup> Place → 45
    - iii. 3<sup>rd</sup> Place → 40
- b. Tournaments:
  - 1) Participation Points: 40 Points per Individual Event/80 Points per Team Event
  - 2) Unsportsmanlike Conduct: -20 Points
  - 3) Ejection From A Game: -40 Points
  - 4) Team Place Points
    - i. 1<sup>st</sup> Place → 80
    - ii. 2<sup>nd</sup> Place → 70
    - iii. 3<sup>rd</sup> Place → 60
  - 5) Individual Place Points
    - i. 1<sup>st</sup> Place → 40
    - ii. 2<sup>nd</sup> Place → 35
    - iii. 3<sup>rd</sup> Place → 30



## MWR NSA SOUDA BAY CAPTAIN'S CUP PROGRAM BYLAWS



c. Special Events:

- 1) Participation Points: 1 Point per person for Individual Events (Maximum 10 Points per Department)/50 Points per Team Event
- 2) Team Place Points
  - i. 1<sup>st</sup> Place → 70
  - ii. 2<sup>nd</sup> Place → 60
  - iii. 3<sup>rd</sup> Place → 50
- 3) Individual Place Points
  - i. 1<sup>st</sup> Place → 35
  - ii. 2<sup>nd</sup> Place → 30
  - iii. 3<sup>rd</sup> Place → 25

d. Fun Runs:

- 1) Participation Points: 1 Point per person for Individual Events (Maximum 10 Points per Department)
- 2) Place Points
  - i. 1<sup>st</sup> Place → 60
  - ii. 2<sup>nd</sup> Place → 50
  - iii. 3<sup>rd</sup> Place → 40

e. Incentive Programs:

- 1) Participation Points: 1 Point per person for Individual Events (Maximum 10 Points per Department)
- 2) Place Points
  - i. 1<sup>st</sup> Place → 50
  - ii. 2<sup>nd</sup> Place → 40
  - iii. 3<sup>rd</sup> Place → 30

\*\*\*\* *AFN: The AFN Group is combined with Medical, CROF and the Chaplain's Office.*

f. Tie Breaking System: In the event of a tie for the Captain's Cup Trophy at the end of the year, the tiebreaker will be the number of first place finishes a command had. If there is still a tie, then it will be the number of second place finishes, then third place, etc. Until a winner has been established.

g. In the case of an event, league, and/or tournament being cancelled due to lack of participation, the commands who registered by the appropriate date, will receive participation points.

**Postponements:** Only emergent military operational requirement or natural disasters are acceptable reason for the postponements of games/matches.



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**Forfeits & Defaults:** Schedules game/match time is forfeit time. The head Official and Scorekeeper keeps the official time. Forfeits and defaults will be handled by the MWR Fitness Director / MWR Sports Coordinator.

**Conduct & Sportsmanship:** Unsportsmanlike, unethical conduct and/or profanity will not be tolerated. Instances of such conduct will be handled by the MWR Fitness Director/MWR Sports Coordinator and points will be deducted from their Captain's Cup Points in accordance with the 2024 Captain's Cup Points Information. .

**Alcohol Usage:** Alcohol usage is not permitted by any participants in the CCP. Participants found using alcohol prior to any CCP event will not be allowed to participate. Participants found using alcohol during an event will be immediately ejected from the event. Ejected individuals for using alcohol during an event will be suspended for three games from their teams or individual season or program.

**Free Agency Clause:** Free agents are considered participants whose command did not register a team for a particular sport or civilian participants who are not attached to a specific command at NSA Souda Bay.

- a. All free agents must register themselves with the MWR Fitness Director/MWR Sports Coordinator before being placed on a team.
- b. Free agents whose command did not register a team must fill out and complete the Free Agent Waiver request and return it to the MWR Fitness Director/MWR Sports Coordinator before being assigned or playing for another command's team.
- c. Failure to follow the free agent guidelines may result in removal from the league as they would be considered ineligible players.



# MWR NSA SOUDA BAY CAPTAIN'S CUP PROGRAM BYLAWS



TEAM ROSTER FORM

Captain's Cup Program - NSA Souda Bay

TEAM ROSTER					
<b>TEAM NAME</b>					
<b>Base/Installation</b>		MWR NSA Souda Bay			
<b>Event</b>					
<b>COACH'S NAME</b>		<b>PHONE NUMBER</b>	<b>EMAIL ADDRESS</b>		
Primary:					
Alternate:					
<b>PLAYER'S NAME</b>		<b>Rank</b>	<b>Unit/Command</b>		
<b>AUTOMATED PLAYER COUNT</b>		<b>NOTES:</b>			
0					



# MWR NSA SOUDA BAY CAPTAIN'S CUP PROGRAM BYLAWS



## REQUEST FOR WAIVER

Captain's Cup Program - NSA Souda Bay

Purpose: Individuals whose Commands are not participating, do not have a full roster may obtain, complete, and return a Captain's Cup Waiver Form to the MWR Fitness Director/MWR Sports Coordinator in order to participate on another team.

Subject: REQUEST FOR WAIVER

DATE: \_\_\_\_\_

Sport: \_\_\_\_\_

Current Command: \_\_\_\_\_

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FIRST ENDORSEMENT

From: \_\_\_\_\_  
(Name of Individual Requesting Waiver)

To: \_\_\_\_\_  
(Individual's OIC/CPO/Designated Representative)

1. Your request to play Captain's Cup \_\_\_\_\_ with the \_\_\_\_\_ Department is Approved/Disapproved.

\_\_\_\_\_  
Individual's OIC/CPO/Designated Representative Signature

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Date: \_\_\_\_\_

SECOND ENDORSEMENT

From: \_\_\_\_\_  
(Name of Individual Requesting Waiver)

To: \_\_\_\_\_  
(OIC/CPO/Designated Representative of Receiving Command)

2. Your request to play Captain's Cup \_\_\_\_\_ with the \_\_\_\_\_ Department is Approved/Disapproved.

\_\_\_\_\_  
Individual's OIC/CPO/Designated Representative Signature

\_\_\_\_\_  
MWR Souda Bay Fitness Director/Sports Coordinator



# MWR NSA SOUDA BAY CAPTAIN'S CUP PROGRAM BYLAWS



REQUEST FOR WAIVER - **EXAMPLE!**

Captain's Cup Program - NSA Souda Bay

Purpose: Individuals whose Commands are not participating, do not have a full roster may obtain, complete, and return a Captain's Cup Waiver Form to the Sports Coordinator in order to participate on another team.

Subject: REQUEST FOR WAIVER

DATE: 25JAN25

Sport: Captain's Cup Volleyball

Current Department: MWR

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FIRST ENDORSEMENT

From: Mike Smith  
(Name of Individual Requesting Waiver)

To: Tom White  
(Individual's OIC/CPO/Designated Representative)

1. Your request to play Captain's Cup Volleyball with the PWD Department is Approved/Disapproved.

Tom White  
Individual's OIC/CPO/Designated Representative Signature

Date: \_\_\_\_\_

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SECOND ENDORSEMENT

From: Mike Smith  
(Name of Individual Requesting Waiver)

To: Robert Ball  
(OIC/CPO/Designated Representative of **Receiving Command**)

2. Your request to play Captain's Cup Volleyball with the PWD Department is Approved/Disapproved.

Tom White  
Individual's OIC/CPO/Designated Representative Signature

\_\_\_\_\_  
MWR Souda Bay Fitness Director/Sports Coordinator





# MWR NSA SOUDA BAY CAPTAIN'S CUP PROGRAM BYLAWS



REQUEST FOR DEPARTMENT SPORTS REPRESENTATIVE

Captain's Cup Program - NSA Souda Bay

Purpose: Each Department will have a Sports Representative will meet with the MWR Fitness Director/Sports Coordinator monthly to gather the MWR Fitness Programs/Events/Sports offered and disseminate to their respectful Departments. The goal is to increase of MWR Fitness Events awareness and maximize participation.

Subject: REQUEST FOR DEAPRTMENT SPORTS REPRESENTATIVE

DATE: \_\_\_\_\_

Current Command: \_\_\_\_\_

The following individual will be the Department's Sport Representative to meet with the MWR Fitness Director/Sports Coordinator monthly to gather the MWR Fitness Programs/Events/Sports offered. It is understood that the designated Sports Representative will disseminate all MWR Fitness Programs/Events/Sport information to the Department for awareness and maximum participation. If the individual is replaced or transferred, the MWR Fitness Director/Sports Coordinator will be notified for our replacement.

**\*\*\*\* When selecting a Sports Representative, designate someone who is motivated and has the ability to encourage participation.**

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DESIGNATED DEPARTMENT SPORTS REPRESENTATIVE

Name: \_\_\_\_\_  
(Name of Individual Selected As The Sports Representative)

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

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ENDORSEMENT

\_\_\_\_\_  
**(PRINT NAME)** Individual's OIC/CPO/Designated Representative Signature

\_\_\_\_\_  
**(SIGNATURE)** Individual's OIC/CPO/Designated Representative Signature



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Subject: REQUEST FOR DEAPRTMENT SPORTS REPRESENTATIVE

DATE: 25Jan25

Current Command: MWR

The following individual will be the Department's Sport Representative to meet with the MWR Fitness Director/Sports Coordinator monthly to gather the MWR Fitness Programs/Events/Sports offered. It is understood that the designated Sports Representative will disseminate all MWR Fitness Programs/Events/Sport information to the Department for awareness and maximum participation. If the individual is replaced or transferred, the MWR Fitness Director/Sports Coordinator will be notified for our replacement.

**\*\*\*\* When selecting a Sports Representative, designate someone who is motivated and has the ability to encourage participation.**

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DESIGNATED DEPARTMENT SPORTS REPRESENTATIVE

Name: Mike Smith  
(Name of Individual Selected As The Sports Representative)

Phone Number: 625252525

Email Address: Mike Smith@ert.com

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ENDORSEMENT

Tom White  
(PRINT NAME) Individual's OIC/CPO/Designated Representative Signature

Tom White  
(SIGNATURE) Individual's OIC/CPO/Designated Representative Signature