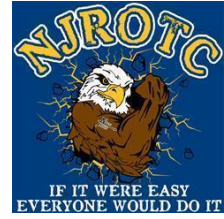


***Eagle's Landing High School***  
***NJROTC Battalion***  
**301 TUNIS ROAD**  
**MCDONOUGH, GA 30253**



From: Senior Naval Science Instructor, Eagle's Landing High School  
To: Area TWELVE Competitors

Subj: EAGLE'S LANDING SANCTIONED DRILL MEET, OCTOBER 15, 2022

Ref: (a) Navy Nationals [SOP](#)  
(b) Area TWELVE Manager SOP

Encl: (1) Matrix/[Schedule of Events](#)  
(2) Agreement of Indemnity  
(3) Directions to Eagle's Landing High School  
(4) Inclement Weather Plan (separate correspondence)  
(5) Pre-mishap Plan  
(6) Hotel Information  
(7) ORM Matrix  
(8) Entry Form  
(9) Roster Forms (Academic, Push Ups/Curl Ups)  
(10) [Personnel Inspection Roster](#)

1. The Area TWELVE Sanctioned Drill Meet scheduled for 15 October 2022 will be hosted by the Eagle's Landing High School NJROTC Unit. Events will be graded by US Military Personnel (active duty, reserve, and midshipmen).
2. The cost for this Area TWELVE Sanctioned Drill Meet has been set by the Area Manager at **\$400.00**. This includes meals for 30 cadets. Additional cadets attending will be \$6.00 per cadet. All entry fee payments must be received by 15 September 2022, otherwise alternate schools will be offered your slot.
3. There will be an instructors meeting held at 1530 on Thursday, October 13th, link will be forthcoming. All units should review the rules and procedures per reference (a). All participating cadets will stand Personnel Inspection. No more than 40 cadets shall participate in this meet. **ALL CADETS** must have a completed Sports Physical, Standard Release Form, and Agreement of Indemnity (Encl. 2) to compete in this Area TWELVE Sanctioned Meet. Each SNSI will verify completion of ALL requirements before allowing a cadet to compete. Rosters forms (Encl. 9) for the personnel inspection, academic test, push-ups, and curl-ups shall be emailed to [kelly.karren.nsi@navyjrotc.us](mailto:kelly.karren.nsi@navyjrotc.us) no later than Thursday, October 13, 2022. A cadet liaison and assistant liaison will be assigned to each school. Any issues with the liaison should be brought to the attention of Gunnery Sergeant Engram for resolution.

#### 4. UNIFORM REQUIREMENTS:

a. The uniform of the day for cadets will be the Navy Service Uniform. The uniform for Naval Science Instructors will be either the prescribed uniform for the season or NJROTC unit attire.

b. Academic Testing: Per references (a) and (b), we will administer a 50-question test. The tests will be given in designated spaces using SCANTRON forms. Cadets may wear either their Navy Service Uniform or athletic attire, but all cadets in the unit taking the exam must dress the same. Gear must look sharp and be worn in the same fashion as their uniform. No instructors or outside personnel will be allowed in the testing area once the briefings begin. Not abiding by this rule will result in disqualification.

c. Athletic Events: Entrants must wear appropriate athletic attire (left to the discretion of the unit); however, no bare midriffs are allowed. All athletic gear will be worn in the same fashion as the uniform. **Shoes must be worn at all times during an event.** Shoe regulations have been clarified from previous years. Any running and athletic shoes of any kind, to include toe shoes, are authorized for all running/athletic events. **METAL SPIKES of any kind are prohibited.** Ensure your cadets are wearing appropriate running shoes to prevent disqualification.

d. Teams may remove name tags and ribbons from their uniforms during Armed Exhibition, Armed Basic, and Color Guard events.

5. Locker rooms: A parent volunteer or instructor will accompany any cadets to and from the changing room area. Changing rooms must be kept clean. Due to the possibility of limited space, instructors must ensure that all their property is removed so the next school may use changing areas.

6. Running Event: The two relays from prior years have been replaced by a single 16x100 relay with 8 males and 8 females per team. Failure to meet the 8M/8F requirement will result in a team penalty.

#### 7. **PUSH-UPS & CURL-UPS**

a. Push-Ups: All 16 cadets will execute push-ups at the same time. Eagle's Landing will provide judges who will count all correct repetitions. Remember, your cadet will be given one warning if they deviate from the correct push-up form. The next infraction will result in the cadet being stopped.

b. Curl-Ups: All 16 cadets will execute curl-ups at the same time. Eagle's Landing will provide judges who will count all correct repetitions. The competing school will provide holders for their cadets' feet. Remember, your cadet will be given one warning if they deviate from the correct curl-up form. The next infraction will result in the cadet being stopped.

8. **PI Questions**: Verbal's will be chosen from Cadet Field Manual (excluding orienteering or survival).

9. Bus parking: Eagle's Landing NJROTC will have cadet liaisons in front of the school to allow for drop-off then parking direction for staging buses. Spectators may be directed to park anywhere in the teacher's parking areas down by NJROTC entrance.

10. Ensure that all participating cadets have completed the Indemnity Form, Encl. 2. This form must be completed and turned in to the liaison upon arrival. Cadets will not be allowed to participate in any event if this form is not filled out in its entirety.

11. There will be no scheduled lunch hour. Units should use breaks in the schedule to feed cadets lunch and snacks. Eagle's Landing NJROTC volunteers have food prepared throughout the day. A hospitality area for visiting instructors and bus drivers will be inside the Teacher's Lounge near the commons.

12. INCLEMENT WEATHER PLAN (IWP): In the event of inclement weather, an IWP will be promulgated via separate correspondence noting the designated indoor areas for the Personnel Inspection, Unarmed Drill, and Color Guard events. **NOTE: Sneakers may be required for these events to protect the floors or surfaces.** The athletic events will take place in designated areas per the IWP and will consist of the curl-ups and push-ups. Running events will be canceled.

13. For any further information concerning this drill meet, use the latest version of the Nationals LOI. Any questions not covered by the Nationals LOI, contact Gunnery Sergeant Engram at (404) 405-4570 or at [engram.dirk.nsi@navyjrotc.us](mailto:engram.dirk.nsi@navyjrotc.us) via email.

Mark Middleton  
LCDR, USN (RET)

**SCHOOLS TO CORRESPONDING MATRIX #**

1. Luella
2. Kennesaw Mtn
3. Greenbriar
4. Stephenson
5. Jefferson County
6. Union Grove
7. SW DeKalb
8. Columbia
9. Woodstock
10. Sprayberry
11. Stone Mtn
12. Jackson
13. Cross Keys
14. Duluth
15. Lithonia
16. Peach County

**AGREEMENT OF INDEMNITY**

WHEREAS the NJROTC Unit, *Eagle's Landing High School*, 301 Tunis Road, McDonough, GA 30281, hereinafter called Indemnities, have agreed to sponsor the Area TWELVE Sanctioned Drill Meet to be held on 15 October 2022 and to permit:

\_\_\_\_\_  
Name of NJROTC Cadet

to participate in said drill meet and to use various buildings, athletic fields, gymnasiums, transportation equipment, health and physical fitness facilities, and training devices, etc., at Eagle's Landing High School, and any other facilities associated with this event.

\_\_\_\_\_  
Name of Parent or Guardian

is desirous of holding indemnities free from any and all claims whatsoever arising out of the use of the above detailed facilities or any other facilities at Eagle's Landing High School and Henry County School District.

NOW, THEREFORE, in consideration of the aforementioned action by Indemnities, the above named Parent or Guardian indemnifies indemnities and holds them, their agents, and instrumentalities, employees and successors harmless from any and all torts, claims, or liability, or other casualty, whatsoever to the above named cadet or to any other party, person or property, caused or occasioned by the use of any such facilities or equipment, negligence due to imperfection in said facilities or equipment, negligence of Indemnity, or other person or party, or for any other cause.

The action of the Indemnities in allowing the above-named cadet to participate in the NJROTC Area TWELVE Sanctioned Drill Meet and to use the facilities shall signify acceptance of this offer of indemnity.

It is also certified that the above-named cadet is fully covered by a valid insurance program for any and all injuries that could result from the activities and events of this drill meet.

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
SNSI/NSI Certification/Witness

**Encl: (2)**

**DIRECTIONS TO EAGLE'S LANDING HIGH SCHOOL**

**I-75 North – driving from south of Eagle's Landing HS:**

I-75 N follow signs towards McDonough.

Take exit **222 Jodeco Road** and turn right.

At the 3<sup>rd</sup> streetlight, turn left onto Tunis Road

We are the **second school** on the left

301 Tunis Road

McDonough, GA

**I-75 South – driving from north of Eagle's Landing HS:**

I-75 S follow signs through Atlanta towards McDonough

Take exit **222 Jodeco Road** and turn left

At the 3<sup>rd</sup> streetlight, turn left onto Tunis Road

We are the **second school** on the left

301 Tunis Road

McDonough, GA

Cadets will be available to direct you for drop-off and parking.

***Encl: (3)***

## EAGLE'S LANDING HIGH SCHOOL NJROTC PRE-MISHAP PLAN

1. PREVENTATIVE ACTION: Ensure your cadets are **hydrating** early!!!! Cadets should warm-up and stretch at least 30 minutes prior to their starting times for push-ups, curl-ups, and the 16 x 200 event.
  
2. RESPONSE: Take immediate action to minimize damage and injury as appropriate. Report the incident to the appropriate first responder which will be the Head Judge for that event. The Head Judge will notify Gunnery Sergeant Engram or LCDR Middleton immediately.
  
3. IMPORTANT PHONE NUMBERS:
  - a. Police/Ambulance: 911
  
  - b. Piedmont Henry Hospital, 1133 Eagle's Landing Parkway, Stockbridge, GA 30281, 678-604-1000
  
  - c. LCDR Mark Middleton, Eagle's Landing HS SNSI, 678-542-5169
  
  - d. CNET STAFF DUTY OFFICER: 850-452-4010
  
4. FOLLOW-UP: SNSI of competing school will ensure that the incident report is properly filled out and turned in to the SNSI of Eagle's Landing HS High School. Eagle's Landing High School SNSI will review the report and process it through the proper Chain of Command.
  
5. OTHER EMERGENCIES THAT MAY OCCUR:
  - a. FIRE: Evacuate all cadets, pull the fire alarm, muster outside, and ensure all cadets are present. Report your whereabouts to SNSI of Eagle's Landing NJROTC.
  
  - b. PHYSICAL INJURY: A First Aid Team will be on site in the End Zone of the football field to assist with any injury. Report any injury to LCDR Middleton or GySgt Engram.

***Encl: (5)***

## ***HOTEL LISTING***

There are several hotels or motels just off I-75 within miles north and south of Eagle's Landing High School:

***Home2Suites by Hilton Atlanta South/McDonough***

60 Mills Rd  
McDonough, GA 30253  
678-369-2527

***LaQuinta Inn & Suites by Wyndham McDonough***

100 Mills Rd  
McDonough, GA 30253  
678-369-0768

***Courtyard by Marriott Atlanta/McDonough***

115 Mills Rd  
McDonough, GA 30253  
678-902-9000

***Microtel Inn & Suites by Wyndham Stockbridge***

195 Country Club Dr.  
Stockbridge, GA 30281  
678-870-4837

***Fairfield Inn & Suites by Marriott Atlanta Stockbridge***

825 Highway 138 West  
Stockbridge, GA 30281  
678-216-1200

Additionally, other hotels or motels [nearby](#) can be found

Check with the hotel for group rates.



## ORM WORKSHEETS

1. Mission: Drill Meet Hosted by Eagle's Landing NJROTC		2. Activity: Drill		3. Date: 10/15/22		
Step 1. Identify Hazards		Step 2. Assess Hazards	Step 3. Make Risk Decisions	Step 4. Implement Controls	Step 5. Supervise	
Hazards	Causes	Initial RAC	Develop Controls	Residual RAC	How to Implement	
Lactic acid induced muscle cramps	Intensity of event over a sustained period of time	4 (CIII)	Proper nutrition and hydration, take participant and/or judge aside for proper recuperation.	4 (CIII)	Maintain adequate nutritional and water intake, allow individuals to rest.	Briefing on importance of proper nutrition and hydration, corpsman on hand in case of an emergency
Dehydration	Improper intake of water	3 (CII)	Ensure participants and judges are properly hydrating	4 (DII)	Provide adequate water supply, provide information on importance of staying hydrated	Ensure proper hydration through supervision of water intake
Musculo-skeletal injuries	Poor fitness, terrain and obstacle considerations, failure to prepare (improper warm-up)	4 (CIII)	Maintain appropriate watch over participants and keep attentiveness to terrain features to avoid tripping hazards	4 (CIII)	Advise warm-up period prior to physical activities, allow individuals to work up to desired fitness level	Brief the importance of looking out for each other, corpsman on hand in case of an emergency
Sunburns	Training outdoors under sunlight, lack of cover from sun	3 (CII)	Issue sunscreen, utilize shaded areas when possible	4 (DII)	Provide sunscreen and instruction on proper use	Supervise use of sunscreen and ensure proper precautions are taken
Falling, tripping, getting caught on obstacle	Improper clothing or footwear (too big or small), Obstacle to tall or broken	4 (CIII)	Ensure PT uniform fits and proper footwear is worn, conduct walk through of course to check for stability of obstacles	4 (CIII)	Ask unit to provide correct size PT uniform and inspect footwear, ensure judges are on hand to supervise obstacles	Provide safety brief and walk through for each obstacle to ensure proper methods of use
3. Residual Risk – determined by overall activity risk after controls are implemented. (Circle One) <b>LOW</b>  MODERATE  HIGH			4. Accept Risks? <b>YES</b> NO  Request Acceptance from Higher Authority? YES <b>NO</b>	5. On site medical support required? Nurse/Corpsman <b>X</b>		

<b>1. Mission: Drill Meet hosted by Eagle's Landing NJROTC</b>		<b>2. Activity: exhibition weapons handling training /competition</b>			<b>3. Date: 10/15/22</b>	
Step 1. Identify Hazards		Step 2. Assess Hazards	Step 3. Make Risk Decisions		Step 4. Implement Controls	Step 5. Supervise
Hazards	Causes	<b>Initial RAC</b>	Develop Controls	<b>Residual RAC</b>	How to Implement	How to Supervise
Head injuries	Poor weapons handling	3 (CII)	Provide instruction on proper weapon handling	5 (DIII)	Conduct safety brief for movements and weapons safety	Event OIC will ensure participants are trained on weapons safety
Feet, ankle, lower limb injuries	Marching or making movements on areas unfit for use	4 (CIII)	Areas used for marching and conducting close order drill need to be free and clean of debris, holes, or obstacles that could cause injury. Utilize well lit areas when conducting drill.	5 (CIII)	Provide ample parking lot space, paved, and well lit areas for troops to conduct drill	Event OIC will issue safety brief to participants to use caution while making movements
Cadets hit by a vehicle	Limited light movements, marching in parking areas	3 (CII)	Mark off areas utilized for close order drill with reflective orange cones to keep traffic out of lots	4 (DII)	Ensure Public Safety places cones on lots to be used before the close order drill commences	Issue safety brief and ensure participants stay within boundary of cones
3. <b>Residual Risk</b> – determined by overall activity risk after controls are implemented. (Circle One) <b>LOW</b>  MODERATE  HIGH			4. <b>Accept Risks?</b> <b>YES</b> NO  <b>Request Acceptance from Higher Authority?</b> YES <b>NO</b>		5. <b>On site medical support required?</b>  Nurse/Corpsman <b>X</b>	
6. <b>Prepared by: LCDR M A MIDDLETON (RET)</b>				7. <b>SNSI Signature:</b>		

Mission: Drill Meet hosted by Eagle's Landing NJROTC		2. Activity: Running, Drill, Push-ups, Curl-ups		3. Date: 10/15/22		
Step 1. Identify Hazards		Step 2. Assess Hazards	Step 3. Make Risk Decisions		Step 4. Implement Controls	
Hazards	Causes	Initial RAC	Develop Controls	Residual RAC	How to Implement	
Lactic acid induced muscle cramps	Intensity of event over a sustained period of time	4 (CIII)	Proper nutrition and hydration, take participant and/or judge aside for proper recuperation.	4 (CIII)	Maintain adequate nutritional and water intake, allow individuals to rest.	Briefing on importance of proper nutrition and hydration, corpsman on hand in case of an emergency
Dehydration	Improper intake of water	3 (CII)	Ensure participants and judges are properly hydrating	4 (DII)	Provide adequate water supply, provide information on importance of staying hydrated	Ensure proper hydration through supervision of water intake
Musculo-skeletal injuries	Poor fitness, terrain and obstacle considerations, failure to prepare (improper warm-up)	4 (CIII)	Maintain appropriate watch over participants and keep attentiveness to terrain features to avoid tripping hazards	4 (CIII)	Advise warm-up period prior to physical activities, allow individuals to work up to desired fitness level	Brief the importance of looking out for each other, corpsman on hand in case of an emergency
Sunburns	Training outdoors under sunlight, lack of cover from sun	3 (CII)	Issue sunscreen, utilize shaded areas when possible	4 (DII)	Provide sunscreen and instruction on proper use	Supervise use of sunscreen and ensure proper precautions are taken
Falling, tripping, getting caught on obstacle	Improper clothing or footwear (too big or small), Obstacle too tall or broken	4 (CIII)	Ensure PT uniform fits and proper footwear is worn, conduct walk through of course to check for stability of obstacles	4 (CIII)	Ask unit to provide correct size PT uniform and inspect footwear, ensure judges are on hand to supervise obstacles	Provide safety brief and walk through for each obstacle to ensure proper methods of use
3. Residual Risk – determined by overall activity risk after controls are implemented.  (Circle One) <b>LOW</b>  MODERATE  HIGH			4. Accept Risks?  <b>YES</b> NO  Request Acceptance from Higher Authority? YES <b>NO</b>		5. On site medical support required? Nurse/Corpsman <u>X</u>	
6. Prepared by: LCDR M A MIDDLETON (RET)				7. SNSI Signature:		

Encl: (7)

RAC Matrix		Mishap Probability			
		A Likely	B Probably	C May	D Unlikely
Hazard Severity	<b>I</b> Critical	1(AI)	1(BI)	2(CI)	3(DI)
	<b>II</b> Serious	1(AII)	2(BII)	3(CII)	4(DII)
	<b>III</b> Moderate	2(AIII)	3(BIII)	4(CIII)	5(DIII)
	<b>IV</b> Minor	3(AIV)	4(BIV)	5(CIV)	5(DIV)

*Encl: (7)*

***Area TWELVE Sanctioned Drill Meet  
Entry Form***

From: \_\_\_\_\_ NJROTC Unit

To: Eagle's Landing HS School NJROTC Unit

Subj: EAGLE'S LANDING HIGH SCHOOL SANCTIONED DRILL MEET

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

\_\_\_\_\_

POC: \_\_\_\_\_

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

E-mail: \_\_\_\_\_

Please fill in these numbers if you plan to purchase additional lunch/drinks they will be \$6 per box lunch.

***Additional*** \_\_\_\_ cadets will attend.

***Additional*** \_\_\_\_ instructors/chaperones (above the 3 free) will attend.

**Entry Fee of \$400.00 is enclosed!**

Make checks payable to:     ***ELHS NJROTC***

Mailing Address:           ***Eagle's Landing HS***  
                                  ***Attn: NJROTC DM***  
                                  ***301 Tunis Road***  
                                  ***McDonough, GA 30281***

***Questions/Rosters:*** Chief Karren Kelly 770-914-9690 or e-mail:  
[karren.kelly@henry.k12.ga.us](mailto:karren.kelly@henry.k12.ga.us) or [kelly.karren.nsi@navyjrotc.us](mailto:kelly.karren.nsi@navyjrotc.us)

***Encl: (8)***

***Area TWELVE Sanctioned Drill Meet  
Academic Roster***

***Unit:***

<b><i>LAST NAME, FIRST NAME</i></b>	<b><i>SCORE</i></b>

***Please email a copy by COB, Thursday, October 13, 2022 and submit an extra copy with your Indemnity Forms to escorts***

***Encl: (9)***

**Area TWELVE Sanctioned Drill Meet  
Curl Ups/Push Up Roster**

**Unit:**

**Boys Curl-Ups:**

**Girls Curl-Ups:**

<i>LAST NAME, FIRST Initial</i>	<i>SCORE</i>	<i>LAST NAME, FIRST Initial</i>	<i>SCORE</i>

**Boys Push-Ups:**

**Girls Push-Ups:**

<i>LAST NAME, FIRST Initial</i>	<i>SCORE</i>	<i>LAST NAME, FIRST Initial</i>	<i>SCORE</i>

***Please email a copy by COB, Thursday, October 13, 2022 and submit an extra copy with your Indemnity Forms to escorts***

***Encl: (9)***