This instruction implements Air Force Policy Directive (AFPD) 36-35, *United States Air Force Academy*, by controlling use of the Cadet Gymnasium, Cadet Field House, Falcon and Holaday Athletic Centers, Falcon Stadium, and cadet athletic fields. It applies to all military and Department of Defense (DoD) civilian personnel with valid identification cards and their dependents, contract employees, and non-DoD special groups. Chapter 1 of this publication applies to Air Force Reserve Command (AFRC) units. It does not apply to the Air National Guard (ANG) or Civil Air Patrol. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change of Publication*. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and are disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at [https://www.my.af.mil/afrims/afrims/afrims/rims.cfm](https://www.my.af.mil/afrims/afrims/afrims/rims.cfm). See Attachment 1 for a glossary of references and supporting information.

**SUMMARY OF CHANGES**

This interim change clarifies use of the Holaday Athletic Center. A margin bar (|) indicates revisions from the previous edition.
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Chapter 1

USE OF THE CADET ATHLETIC FACILITIES

1.1. General. The Cadet Gymnasium, Cadet Fitness Center (W Gym Addn), Cadet Field House, Falcon and Holaday Athletic Centers, Falcon Stadium, and cadet athletic fields are funded to support cadet activities. Cadets have priority in using all facilities. The Directorate of Athletics hosts, on average, 300 direct-mission and special events annually in the athletic facilities. A summary of programs typically held in the athletic facilities is provided at Attachment 2. This list is not inclusive.

1.2. Authorized Non-Cadet Users. Listed below are the categories which outline the authorized users for the cadet athletic facilities. All users must be able to provide a valid DoD identification card at all times.

1.2.1. Category A, Military Personnel (includes active duty, guard, reserve, and retirees). Individuals may bring a maximum of one guest who must be escorted by the sponsor and participate in the same activity as the sponsor (racquetball, tennis, etc.).

1.2.2. Category B, DoD Civilian Personnel (includes retirees). Individuals may bring a maximum of one guest who must be escorted by the sponsor and participate in the same activity as the sponsor.

1.2.3. Category C, Dependents of Categories A and B. Dependents under 16 must be escorted by their sponsor at all times. Dependents (16 years or older) may use facilities unescorted by their sponsor and may bring a maximum of one guest (16 years or older) who must participate in the same activity as the dependent sponsor.

1.2.4. Category D, Contractor Personnel Assigned to the United States Air Force Academy (USAFA) only.

1.2.5. Category E. Category E personnel must possess an approved Facility License Use Agreement (see Paragraph 5.1.3. below) or a letter of approval, signed by the Assistant Athletic Director for Events Management (USAFA/ADSU) or the Associate Athletic Director for Support (USAFA/ADS), to use the athletic facilities. Category E activities listed in priority order for use are as follows:

1.2.5.1. Educational organizations, (i.e. other colleges, local area school districts).

1.2.5.2. National sports organizations in the interest of fostering amateur athletics.

1.2.5.3. Other sports organizations when deemed to be in the best interest of the Air Force.

1.2.5.4. Civic, non-profit, or charitable organizations.

1.2.5.5. Others as determined by the HQ USAFA Event Approval Committee to be in the interest of promoting the mission of the USAFA and the United States Air Force.

1.2.6. Category F, Other Government Agencies. Government agencies other than the Department of Defense (i.e. Federal Bureau of Investigation [FBI], local Fire Department, etc.) may request the use of facilities to conduct testing or training through coordination with USAFA/ADS or USAFA/ADSU.
1.3. **Compliance.** Unauthorized users, unless accompanied by an authorized user, will be asked to leave the facility by Directorate of Athletics’ (USAFA/AD) officials, 10th Civil Engineer Squadron (10 CES) Facility Support personnel and/or 10th Security Forces (10 SFS) officials. The 10 CES Facility Support personnel will conduct random checks throughout all the cadet athletic area facilities. ID checks should be routinely done during recreational hours weekdays, weekends, and holidays. A monthly report on facility user violations will be provided to USAFA/ADS the first workday of each month by the facilities contractor.

1.4. **Primary Mission Use.** The following programs are listed in priority order for the purpose of facility scheduling and use.

1.4.1. Cadet Physical Education (PE) classes.
1.4.2. Cadet intercollegiate program (priority “Primary,” “Secondary,” and “Off” season).
1.4.3. Cadet intramural program.
1.4.4. Cadet fitness training.
1.4.5. Falcon Sports Camps.
1.4.6. Cadet Athletic Clubs.
1.4.7. Other USAFA organizations.
1.4.8. Category E activities as outlined in Paragraph 1.2.5.
1.4.9. Category F activities as outlined in Paragraph 1.2.6.

1.5. **Recreational Use.** Recreational use of the cadet athletic facilities is on a first-come, first-served basis only as stated in this instruction. Use of these facilities for recreational purposes by personnel other than cadets is a privilege, not an entitlement. The Community Center Fitness Center, run by the 10th Force Support Squadron (10 FSS), is the Morale, Welfare, and Recreation facility for USAFA.

1.5.1. Areas Designated for Recreational Use.

1.5.1.1. Natatorium Pool and Water Polo Pool.

1.5.1.1.1. The Natatorium Pool and the Water Polo Pool are available for recreational use to all personnel listed in Chapter 1, Paragraphs 1.2.1. through 1.2.6. on weekdays during posted hours and cadets only on weekends. In order to comply with Air Force policy, the pools are open only when lifeguards are present for duty.

1.5.1.1.2. All authorized personnel identified in Categories A through D above, including cadets, must show a valid DoD ID card to the lifeguard when requested. Personnel identified in Paragraph 1.2. above as Category E or F, must show an approved license or letter of approval.

1.5.1.1.3. Cadets are the only authorized users of the pool facilities when participating in physical education classes with an instructor present. Intercollegiate athletes who are participating in rehabilitation, water polo, swimming or diving practice, and scuba classes are only authorized to do so when coaches or trainers are present.
1.5.1.2. Lower cadet weight room, aerobics fitness room, cybex room, and aerobics room.
1.5.1.3. Racquetball, squash, and handball courts.
1.5.1.4. Center and East gymnasium for basketball and volleyball.
1.5.1.5. Ice hockey arena for recreational skating.
1.5.1.6. West outdoor tennis courts and indoor tennis courts.
1.5.1.7. Indoor Multipurpose Area. **Note:** Use of this area is off-limits during any intercollegiate event (i.e. basketball games, hockey, etc.) or intercollegiate practice on the all-purpose area.
1.5.1.8. Holaday Athletic Center, M-F 11:30-1:30. All other times must be coordinated with Events Management for deconfliction with other Athletic Department activities.

1.5.2. Areas Not Authorized for Recreational Use.
1.5.2.1. Wrestling room.
1.5.2.2. Gymnastics room and north end of the West Gymnasium.
1.5.2.3. Intercollegiate weight rooms in Cadet Gymnasium and the Falcon Athletic Center.
1.5.2.4. **DELETED.**
1.5.2.5. Boxing rooms.
1.5.2.6. Judo room.
1.5.2.7. Indoor rifle range. Security procedures for the indoor range are outlined in AD Operating Instruction (OI) 31-101, *Intercollegiate Rifle Range Security and Operations.*
1.5.2.8. Intercollegiate Soccer Stadium.
1.5.2.9. Intercollegiate Baseball Stadium.
1.5.2.10. Falcon Stadium.
1.5.2.11. Intercollegiate Lacrosse and Football Practice Field (only the PE softball program is authorized to use this field).
1.5.2.12. Outdoor Intercollegiate Tennis Courts. (East side of courts)
1.5.2.13. Clune Arena.
1.5.2.14. Athletic Reconditioning Weight Room.
1.5.2.15. Human Performance Lab

1.6. **Facility Scheduling.** The Events Management Branch (USAFA/ADSU) is the OPR for all facility scheduling for the Cadet Area athletic facilities to include the Holaday Athletic Center, Natatorium and Water Polo pools. The Falcon Stadium staff (USAFA/ADSF) is responsible for the scheduling of all activities held in Falcon Stadium and the Falcon Stadium Press Box.

1.7. **Falcon Stadium Press Box.** Use of the Falcon Stadium Press Box is outlined in USAFAI 34-201, *Falcon Stadium Press Box Operations.*
1.8. Practice Policy for Athletic Fields, Cadet Gym, and Cadet Field House. Practices by an outside group sponsored by DoD ID cardholders or special event groups are not authorized at any time. The Director of Athletics is the approval authority for any exceptions to this policy.
Chapter 2

FACILITY OPERATIONS

2.1. Responsibilities for Administering and Managing Cadet Area Athletic Facilities. The Director of Athletics determines who may use the facilities. Authority for exceptions (other than cadets) is based on availability, amount of use, control, and benefit to the USAFA. The Director of Athletics, through the Support Division (USAFA/ADS), 10 CES Facility Support, and Events Management (USAFA/ADSU) personnel, will conduct the following actions:

2.1.1. Maintain the athletic facilities and in-place equipment.

2.1.2. Issue and control all authorized athletic supplies and equipment.

2.2. Facility Management. Management of the cadet athletic facilities and fields is performed by the 10 CES Facility Support personnel. Day-to-day guidance is provided to the Service Provider by USAFA/ADS in accordance with the requirements of the government contract.

2.3. Operating Hours. Operating hours for the Cadet Gymnasium, Cadet Field House, and the Falcon and Holaday Athletic Centers are determined by the Director of Athletics, through the Support Division, and can be found on the Directorate of Athletics’ website, www.goairforcefalcons.com. The 10 CES Facility Support personnel will post the scheduled hours of operation in a prominent place in each facility. Note: All Cadet Field House facilities are to remain closed during any intercollegiate events (i.e. basketball games, hockey, etc.).

2.4. Denying Entry. Directorate of Athletics’ and 10 CES Facility Support personnel may deny admission to users who cannot show a proper DoD ID card, contractor badge, or approved license agreement and do not follow the rules posted for facility use. Individuals or organizations who do not comply with this instruction are subject to loss of their privilege to use the cadet area athletic facilities.

2.5. Special Access Areas. The following policies apply to the special access areas located within the Cadet Area athletic facilities.

2.5.1. The Clune Arena, Cadet Ice Arena, and Multipurpose Area lights may be turned on only by authorized 10 CES Facility Support and Directorate of Athletics’ personnel for scheduled classes, practices, and games.

2.5.2. The netting in the Multipurpose Area is key controlled by USAFA/ADS and the 10 CES Facility Support personnel. Only designated coaches, PE staff, and Events Management staff have access to the net controls. The USAFA/ADS approves the authorization for access.

2.5.3. All catwalk access will be locked at all times and is only accessible by 10 CES Facility Support and authorized Directorate of Athletics’ personnel. Catwalk access is restricted during intercollegiate events. Elevators with catwalk access will be locked and monitored by 10 CES Facility Support personnel before and after normal hours of operation during the week and on weekends and holidays.

2.5.4. Procedures for obtaining access to the Falcon Stadium Press Box roof are located in USAFA Plan 10-34, Home Football Game Operations, Paragraph 3.2.1.2.20.
2.6. Facility Use During Non-Duty Hours.

2.6.1. All requests for facility use beyond normal operating hours will be made through the Facility Scheduler (USAFA/ADSU) and coordinated with the 10 CES Facility Support staff to ensure proper support is provided. Cadets are not authorized to request use of the facility beyond the normal operating hours.

2.6.2. Twenty-four hour access to the cadet athletic area facilities is managed by USAFA/ADS. Because of mission requirements, Directorate of Athletics’ personnel require access beyond normal duty hours. Each Senior Administrator will provide USAFA/ADS with a list of those personnel from their division who required 24-hour access. The USAFA/ADS, or their designated representative, will advise each individual via e-mail of the seriousness of the responsibilities of having building access 24-7. Updates to the 24-hour access list are sent to 10 CS Proximity Lock Service Provider for card activation.

2.7. Authorized Users Are Required To:

2.7.1. Remain with their guests or dependents at all times when using any part of the athletic facilities and be responsible for the guests’ actions while in the facility. Failure to comply with this policy could result in loss of privileges.

2.7.2. Properly use facility areas and equipment; damages to equipment will be billed to user.

2.7.3. Be responsible for the security of the area being used or transited; ensure all exterior doors are shut.

2.7.4. Be responsible for the safety of participants.

2.7.5. Wear appropriate footwear where required (indoor and non-marking sole shoes).

2.7.6. Utilize the facility only during the posted operating hours.

2.7.7. Report any suspicious bag(s), backpack(s), or personnel to any USAFA official.

2.7.8. Have proper ID available upon request from Directorate of Athletics, 10 CES Facility Support personnel, and other USAFA officials.

2.8. Authorized Users May Not:

2.8.1. Remove or relocate any equipment.

2.8.2. Raise or lower basketball backboards.

2.8.3. Use swimming pools without a lifeguard on duty. Kayaks or canoes are not allowed in the pools without prior approval from USAFA/ADS.

2.8.4. Use diving platforms in the Natatorium pool. Platforms are authorized for use only for PE classes and diving team practices and competitions.

2.8.5. Relocate bulkheads in any of the swimming pools.

2.8.6. Use or operate fencing equipment.

2.8.7. Use gymnastic equipment in West Gymnasium or gymnastics room.

2.8.8. Play racquetball, handball, or squash without proper eye protection.
2.8.9. Prop doors open at any time. This is a Force Protection and Antiterrorism violation.

2.8.10. Be inside building after closing of facility without prior permission.

2.8.11. Use or operate scuba equipment without authorized supervision.

2.8.12. Be in the ice skating arena without authorized supervision.

2.8.13. Use cadet athletic fields or indoor facilities for practices by teams or outside groups (i.e. youth soccer or baseball teams). DoD ID cardholders will not sponsor outside groups for any practices.

2.8.14. Teach lessons or coach for pay, except for coaches hired by a Cadet Club who perform coaching activities in connection with their Cadet Club contract. This applies to all athletic facilities.

2.8.15. Use track and field runways, pits, or any other intercollegiate track equipment in the multipurpose area of the Cadet Field House.
Chapter 3

FACILITY SECURITY

3.1. General. Managing the security of the cadet area athletic facilities and Falcon Stadium is a top priority for all Directorate of Athletics personnel and as such will aid in the protection of our personnel, equipment, and facilities.

3.2. Proximity Lock Policy – Cadet Area Athletic Facility Exterior Doors. As part of the USAFA Force Protection Program, the Directorate of Athletics will use proximity locks to secure the facilities and control visitor access to “Public” entry points. All exterior doors to the Cadet Gymnasium, Cadet Field House, and Falcon Athletic Center will remain unlocked during normal operating hours. Outside of normal operating hours, all entrance points will be secured and will require proximity card entry. Proximity card access, for the doors outlined below and shown in Attachment 3, apply to all USAFA personnel. Wear of the proximity card is not mandatory in the cadet athletic area, but is required for entry except for the three public entrances.

3.2.1. Proximity locks are located on the following exterior doors (Attachment 3):

3.2.1.1. Building 2169, Cadet Field House.
   3.2.1.1.1. FH 1: Center main (public) entry point, south side.
   3.2.1.1.2. FH 2 and FH 3: Two ground level entry points, east side.
   3.2.1.1.3. FH 4: Upper level multipurpose area entry point, west side.
   3.2.1.1.4. FH 5: Ground level multipurpose area single door entry point, west side.

3.2.1.2. Building 2168, Falcon Athletic Center (FAC).
   3.2.1.2.1. FAC 6: Main lobby (public) entry point on the 3rd floor, east side.
   3.2.1.2.2. FAC 7: Second floor entry point, south side.
   3.2.1.2.3. FAC 8: Second floor entry point, north side.
   3.2.1.2.4. FAC 9, 10, and 11: Three ground level entry points, west side.

3.2.1.3. Building 2170, Cadet Gymnasium.
   3.2.1.3.1. G 12: Main (public) entry point, southeast side.
   3.2.1.3.2. G 13 and G 14: Two entry points, south side.
   3.2.1.3.3. G 15: Dock entry point, ground level northeast side.
   3.2.1.3.4. G 16: Ground level, west side, of double ramp entry point, northeast side.
   3.2.1.3.5. G 17: Recondo/weight room entry point, east ramp north side.
   3.2.1.3.6. G 18: Ground level ramp entry point, northwest side.
   3.2.1.3.7. G 19: Upper vestibule entry point, northeast side.
   3.2.1.3.8. G 20: Upper vestibule entry points, northwest side.

3.2.2. Public entrances are open during established times and are located at:
3.2.2.1. Building 2169, Cadet Field House, main lobby, south center entry point (Door #FH 1).
3.2.2.2. Building 2168, FAC, main lobby 3rd floor, east entry point (Door #FAC 6).
3.2.2.3. Building 2170, Cadet Gymnasium, main lobby, southeast entry point (Door #G12).

3.2.3. The following policies for access through the proximity doors are as follows:

3.2.3.1. Do not allow someone to walk through a proximity door without using his or her own proximity card, unless you know the person is authorized.
3.2.3.2. If someone is trying to enter and not displaying a badge, ask to see an ID card.
3.2.3.3. If you encounter an unauthorized user trying to enter a proximity door, have someone contact 10 SFS at 333-2000/2001/2003 while you stay with the individual. If the person refuses to stay, let them go, do not put anyone in danger. Use a cell phone if available. Call 911 if it becomes an emergency.
3.2.3.4. Ensure all other exterior doors (non-proximity lock) remain locked and closed at all times and are only used as exits. At no time will exterior doors be propped open.
3.2.3.5. Report proximity lock failures immediately to the 10th Communications Squadron Proximity Lock Service Desk at 333-0081 during normal duty hours (0730-1630). After hours, report proximity lock failure to the 10 CES Emergency Help Desk at 333-2790.
3.2.3.6. If a door is found opened or unsecured, other than designated public entrances, please secure the door and report the problem to the Directorate of Athletics’ Facility Managers during normal duty hours at 333-1800/333-2544 or to the 10th Security Forces after duty hours at 333-2000.
3.2.3.7. Proximity cards will only work during the designated facility operating hours for each building, except for those individuals who have been authorized 24-hour access.
3.2.3.8. If you forget your proximity card, the public entrance to each building will be available for you to use during designated operating hours.

3.3. **Proximity Gates and Swing Gates Policy.** Four (4) proximity gates and six (6) swing gates are operational in the Cadet Athletic Area. The installation of the proximity and swing gates allows us to maintain operational flexibility, comply with Force Protection Condition (FPCON) directives, and controlling access to and around the athletic facilities during athletic events. This policy applies to all USAFA personnel with valid proximity cards.

3.3.1. **Proximity Gate Policy.**

3.3.1.1. **Proximity Gates are at the following locations (Attachment 4):**

3.3.1.1.1. **Proximity Gate - P1:** Located on Cadet Drive, between the Falcon Athletic Center (FAC) (Bldg 2168) and Cadet Gymnasium (Bldg 2170), adjacent to the outdoor tennis courts.

3.3.1.1.2. **Proximity Gate - P2:** Located on the access road northeast of Cadet Field House (Bldg 2169).
3.3.1.3. Proximity Gate - P3: Located on Cadet Drive, north of the FAC and Cadet Gymnasium.

3.3.1.4. Proximity Gate - P4: Located on the north side of the Cadet Gymnasium at end of the east ramp leading up to the Cadet Gym loading dock.

3.3.1.2. Under FPCON Alpha, Proximity Gates P1, P2, and P3 may remain open 24-7. Gate P4 will remain closed at all times. The USAFA/ADS (Support Division) will control access for maintenance and/or athletic operations. Delivery vehicles to Buildings 2168, 2169, and 2170 must make arrangements with receiving personnel to provide access.

3.3.1.3. Proximity Gates P1, P2, and P3 may be closed during higher FPCONs and intercollegiate and special events. Under heightened FPCONs and during intercollegiate and special events, all USAFA personnel with a valid proximity card will be granted access through the proximity gates.

3.3.1.4. Due to daily athletic operations such as deliveries, maintenance vehicles, and pedestrian/cadet traffic, Cadet Drive (road between the FAC and Cadet Gymnasium, in the area between Field House Drive and the ramp leading down into the multipurpose area of the Cadet Field House) will not be used as a thoroughfare. The USAFA/ADS will control access through this gate.

3.3.1.5. Only one car will pass through the proximity gates at a time. All drivers opening and passing through a proximity gate will ensure the gate is closed behind them before proceeding forward.

3.3.1.6. There is no bicycle access through the gates due to possible gate malfunction. All bicycle riders will by-pass the gates through the pedestrian area.

3.3.2. Swing Gate Policy.

3.3.2.1. Swing Gates are at the following locations (Attachment 4):

3.3.2.1.1. Swing Gate - S1: Located on Field House Drive, southeast of the Cadet Field House.

3.3.2.1.2. Swing Gate - S2: Located on the southeast side of the Cadet Field House South parking lot.

3.3.2.1.3. Swing Gate - S3: Located on Cadet Drive between the FAC and Cadet Gymnasium north of the Cadet Field House ramp.

3.3.2.1.4. Swing Gate - S4: Located on the north side of the Cadet Gymnasium center ramp leading to the Cadet Gymnasium.

3.3.2.1.5. Swing Gate - S5: Located on the north side of the Cadet Gymnasium west ramp leading up to the Cadet Gym.

3.3.2.1.6. Swing Gate - S6: Located on the upper road leading into the west Cadet Gymnasium parking lot.

3.3.2.2. Swing Gate S1 will remain open 24-7 to allow access into the Cadet Field House South parking lot; S1 may be secured under higher FPCONs and during intercollegiate and special events. The 10th Security Forces will control access for this gate.
3.3.2.3. Swing Gate S2 will remain closed except during Cadet Ice Arena operations.

3.3.2.4. Swing Gate S3 will have one combination lock at all times.
   3.3.2.4.1. Lock is controlled by USAFA/ADS and are used by Directorate of Athletics personnel to include 10 CES personnel, 10 SFS, Fire and Emergency Services (10 CES/CEF), and the American Medical Response (AMR) Ambulance Service for mission requirements. The combination will be changed at the discretion of USAFA/ADS.
   3.3.2.4.2. The combinations will be provided to the Sports Medicine Division (USAFA/ADSM), Events Management (USAFA/ADSU), Athletic Communications (USAFA/ADS), 10 CES Facility Support personnel, 10 SFS, and 10 CES/CEF who passes it on to the AMR Ambulance Service. Passing the combination along to contractors or other personnel for independent access is strictly prohibited. E-mail will not be used as a method to forward the new combination. Persons requiring access should contact 10 CES Facility Support personnel at 333-2544 or 333-2318.

3.3.2.5. Swing Gates S4-S5 will remain secured at all times. These gates will only be open for limited and/or controlled circumstances to allow vehicle passage and/or troop movement and will be secured immediately following usage. The USAFA/ADS will control access through these gates.

3.3.2.6. Swing Gate S6 will remain open 24-7 to allow access into the west Cadet Gymnasium parking lot; S6 will be secured under higher FPCONs and during intercollegiate and special events. The 10th Security Forces will control access for this gate.

3.3.3. The USAFA/AD security bollards will be locked at all times. Bollards can be removed during USAFA events as needed. Security bollards are managed by the 10 CES Facility Support and Event Management personnel.

3.3.4. The 10 CES Facility Support personnel will check the proximity and swing gates monthly to ensure operational capability of each gate. Any problems or irregularities will be reported to 10 CES and 10 CS for repairs.

3.4. Event Security. In an effort to ensure safety and security during USAFA intercollegiate athletic events, security measures are implemented to include the use of an Athletic Event Credential for personnel required to work during an intercollegiate athletic event as well as inspections of prohibited items. The following information is provided regarding the credential process and entry procedures:

3.4.1. Athletic Event Credential Process.
   3.4.1.1. Personnel who require access to the intercollegiate athletic events because their position requires them to work a specific game management duty on game day need to complete a USAFA Form 47, Application for Air Force Academy Athletic Event Credential, when requesting issuance of a Football, All-Sport, or Individual Sport credential. A “Football” credential is issued to personnel requiring access to Falcon Stadium during home football games only; an “All-Sport” credential is issued to personnel requiring access to all five premier sports (Football, Men’s and Women’s Basketball, Volleyball, and Hockey); and an “Individual Sport” credential is sport-
specific and is issued for only one of the premier sports, with the exception of football. A letter will be sent to all Unit Commanders NLT 60 days in advance of the start of the intercollegiate season for them to approve their unit’s credential requirements. A sample letter is provided at Attachment 5.

3.4.1.1.1. The USAFA Form 47 is intended for use by organizations for individual or group requirements (such as Quality Assurance Evaluators, janitorial support, plumbers, electricians, etc.) and will be used by Unit Commanders solely for the purpose of authorizing, in writing, those personnel who require a credential.

3.4.1.1.2. The USAFA Form 47 is available on the e-Publishing website at http://www.e-publishing.af.mil/ or by contacting USAFA/ADSU at DSN 333-0229. Instructions for completing a USAFA Form 47 are located on the reverse side of the form.

3.4.1.1.3. Credentials are requested at least 45 days prior to the first home game and are valid for the current season only; each credential is renewed annually. Credentials are issued by the Directorate of Athletics’ Events Management Office (USAFA/ADSU). A minimum of 1 week is required to process a credential application request. The Assistant Athletic Director for Events Management (USAFA/ADSU) is the final approval authority for all intercollegiate event credentials.

3.4.1.1.4. Individuals holding the positions outlined in Table 3.1. below are authorized to sign the credential application as the Unit Commander (Section I, Item 1.8 and Section II, Item 2.8. of USAFA Form 47).

Table 3.1. Credential Application Approval Authority.

<table>
<thead>
<tr>
<th>Position</th>
<th>Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superintendent (HQ USAFA/CC)</td>
<td>AFOSI Detachment Commander</td>
</tr>
<tr>
<td>Vice Superintendent (HQ USAFA/CV)</td>
<td>306th Flying Training Group Commander (306 FTG/CC)</td>
</tr>
<tr>
<td>Dean of Faculty (USAFA/DF)</td>
<td>Preparatory School Commander (USAFA/PL)</td>
</tr>
<tr>
<td>Vice Dean of Faculty (USAFA/DFV)</td>
<td>Director of Athletics (USAFA/AD)</td>
</tr>
<tr>
<td>Commandant of Cadets (USAFA/CW)</td>
<td>Vice Director of Athletics USAFA/AD</td>
</tr>
<tr>
<td>Director of Training Support (USAFA/CWT)</td>
<td>Senior Associate Athletic Director for External Operations (USAFA/ADE)</td>
</tr>
<tr>
<td>USAFA Director of Strategic Communications (HQ USAFA/CM)</td>
<td>Deputy Director of Athletics/Head, Physical Education Division (USAFA/ADP)</td>
</tr>
<tr>
<td>10th Air Base Wing Commander (10 ABW/CC)</td>
<td>Associate Athletic Director for Athletic Programs (USAFA/ADPA)</td>
</tr>
<tr>
<td>10th Mission Support Group Commander (10 MSG/CC)</td>
<td>Associate Athletic Director for PE Department (USAFA/ADPV)</td>
</tr>
<tr>
<td>10th Force Support Squadron Director (10 FSS/CL)</td>
<td>Associate Athletic Director for Intercollegiate Programs/Senior Women’s Administrator (SWA) (USAFA/ADPW)</td>
</tr>
</tbody>
</table>
3.4.1.1.5. There are 23 All-Sports Credentials provided for USAFA senior staff members who are required to observe cadets participating in various elements of the USAFA mission, including intercollegiate athletics. These positions are listed and identified in Table 3.2. below.

Table 3.2. All-Sports Credentials.

<table>
<thead>
<tr>
<th>Position</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superintendent of USAFA</td>
<td>Director of Admissions</td>
</tr>
<tr>
<td>Vice Superintendent</td>
<td>Director of Athletics</td>
</tr>
<tr>
<td>Command Chief Master Sergeant</td>
<td>Vice Director of Athletics</td>
</tr>
<tr>
<td>Dean of Faculty</td>
<td>Senior Associate Athletic Director (AD) – External Operations</td>
</tr>
<tr>
<td>Vice Dean of Faculty</td>
<td>Associate AD – Recruiting Support</td>
</tr>
<tr>
<td>Faculty Athletic Representative</td>
<td>Deputy Director of Athletics/Head, Physical Education Division</td>
</tr>
<tr>
<td>Commandant of Cadets</td>
<td>Associate AD – Sports Medicine</td>
</tr>
<tr>
<td>Vice Commandant of Cadets</td>
<td>Associate AD – Support</td>
</tr>
<tr>
<td>Preparatory School Commander</td>
<td>Associate AD – Intercollegiate Programs/SWA</td>
</tr>
<tr>
<td>10th Air Base Wing Commander</td>
<td>Associate AD – Development &amp; Government/Community Relations</td>
</tr>
<tr>
<td>10th Air Base Wing Vice Commander</td>
<td>Associate AD – Information &amp; Communications</td>
</tr>
<tr>
<td>10th Medical Group Commander</td>
<td></td>
</tr>
</tbody>
</table>

3.4.1.1.6. Individuals who have been issued a credential must wear the credential at all times. A valid picture identification (DoD ID card, driver’s license, etc) is also required for verification. Event staff will conduct spot checks of credentials and, in conjunction with the Security Service Provider, will control all restricted areas. At no time will the working credential be used as a game ticket to any intercollegiate event, nor will credentialed persons escort non-credentialed persons into an event.

3.4.2. Vendor Credential Process.

3.4.2.1. Food and Beverage, Gift Shop, Development and Government/Community Relations, and Information and Communication managers are responsible for ensuring they receive a list from their vendors, and will be available to answer any questions about the list from the gate supervisors regarding each list. If there are any sudden changes to the list (such as a death or family emergency), the manager must get in touch with
USAFA/ADSU directly. The vendors work for the managers and are the managers’ responsibility.

3.4.2.2. The USAFA/ADSU will provide the proper format for the list to each manager prior to each game. Managers will develop a procedure for the vendors to provide names of workers in advance of each event. Lists will be completed by the managers and submitted to USAFA/ADSU NLT 1400 hours on the Thursday before football game day.

3.4.2.3. If a vendor’s name is not on the list with the appropriate numbered credential, they will not be allowed to enter Falcon Stadium.

3.4.3. Event Security Procedures: Event Security staff may request inspection of all bags for items prohibited inside all of our athletic venues. Patrons may refuse to have a bag inspected and choose instead to return the bag and/or item to their vehicle, or not be granted admittance to the event or receive a ticket refund.

3.4.3.1. Items permitted in all athletic venues: infant carrier packs and diaper bags (if the infant is present); handheld video cameras; factory-sealed transparent soft plastic water bottles, 24-oz. or less; and empty transparent soft plastic bottles, 24-oz or less.

3.4.3.2. Items prohibited in all athletic venues: alcoholic beverages; artificial noisemakers of any kind; backpacks, to include bota bags, wine-skins and camelbacks; bags larger than 8x11 inches; hard-sided bags or coolers; banners or large signs; flash photography; food or drink (with the exception of the Cadet Gymnasium during non-concession supported events); glass containers or cans; items than cannot be readily inspected; items deemed dangerous or unsafe by security personnel; laser pointers; pets (other than working service dogs); sticks, poles, or umbrellas; and weapons, firearms, or fireworks.

3.5. Rifle Range. AD OI 31-101 establishes the policies for the security of the intercollegiate rifle team assets and the operation of the intercollegiate rifle range located within the Cadet Gymnasium.
Chapter 4

FACILITY SAFETY

4.1. General. Safety in and around the Cadet Area athletic facilities and Falcon Stadium is a priority for the Directorate of Athletics. The facility safety policies will protect our personnel, equipment, and the facilities. Users must wear all required safety and protective equipment during each activity.

4.2. Facility Evacuation Procedures. Evacuation procedures for Falcon Stadium are located in USAFA Plan 10-34, *Home Football Game Operations*. The Game Event Evacuation Plan for events held in the Cadet Gymnasium and/or the Cadet Field House, as well as the Evacuation Plan for the Cadet Gymnasium, Falcon and Holaday Athletic Centers, and Cadet Field House, are available on the shared N drive at N:\AD\Shared Files (within AD)\ADS\Emergency Management Program\Evacuation Plans or by contacting the Directorate of Athletics’ Support Division at 333-9574.


4.3.1. There will be no obstruction of any kind in front of the vehicle access door on the track area in the Cadet Field House during normal facility hours or during any event held in the facility. This includes bleachers, equipment, maintenance equipment etc.

4.3.2. During all events, the Event Manager, the Officer in Charge (OIC) of the Physical Fitness Test, or the ranking official will ensure all activities are suspended during an emergency medical response. The 10 CES Facility Support or Events Management personnel will ensure procedures are in place to allow emergency vehicle access in the event of an emergency during intercollegiate events only. If the evacuation of the area is appropriate, the bystanders will be directed to depart using a route that neither interferes with emergency medical attention being provided nor the path of emergency vehicles.

4.3.3. To ensure the ramp and the track areas are clear for emergency vehicles to enter the Cadet Field House for emergency response, there will be no parking of any vehicles on the ramp or on the track at any time unless approved by the Associate Athletic Director for Support (USAFA/ADS) or the Assistant Athletic Director for Facilities (USAFA/ADSF).


4.4.1. The Directorate of Athletics will follow all guidelines established by Air Force Occupational, Safety, and Health Standard (AFOSHSTD) 48-14, *Swimming Pools, Spas and Hot Tubs, and Bathing Areas*.

4.4.2. All recreational swimmers may only use the pool when a lifeguard is present and during posted recreational swim hours.
Chapter 5

SPECIAL EVENT USAGE PROCESS

5.1. Special Events Usage Process. Special events are those activities held in the Cadet Area Athletic Facilities and Falcon Stadium which are promoted by an organization outside the USAFA community. Examples of these activities include the Pikes Peak Invitational Soccer Tournament, State Games, etc.

5.1.1. Requests must be made, in writing, using a USAFA Form 29, United States Air Force Academy Event Application at least 90 days in advance of the event via email to usafa.events@usa.edu or via fax at 719-333-2252, and simultaneously submitted to USAFA/ADSU for review and recommendation to the USAFA Event Approval Committee by the Directorate of Athletics’ senior staff with final approval by the Director of Athletics. Recommendations for approval of requests will be considered based on the following criteria:

5.1.1.1. Does not conflict with any on going Directorate of Athletics or other USAFA events.

5.1.1.2. Support of or in the interest of USAFA, the Directorate of Athletics, or furthering community relations.

5.1.1.3. Assists in the recruitment of potential cadet candidates and/or future athletes.

5.1.1.4. Does not constitute competing camps or clinics with Directorate of Athletics programs.

5.1.1.5. Does not involve scheduled practices for outside groups, with the exception of extraordinary requests approved by the Director of Athletics and coordinated by the USAFA Plans, Programs, and Institutional Events Division (HQ USAFA/A8A) through the USAFA Event Approval Committee.

5.1.2. Due to an increase in special event requests received each year, a limit of no more than four special events will be held during June, July, and August. Direct mission programs (PE, Sports Camp, Basic Cadet Training, and the fall intercollegiate season) must take priority over special events during the summer months. The USAFA/ADSU staff will ensure all special event requests for the summer months are received NLT 15 October of each year for consideration by the Senior Administrative staff and approval by the Director of Athletics.

5.1.3. All special events require the completion of a Facility Use License Agreement between the USAFA and the requestor. The Facility Use License is an agreement which documents the USAFA/AD provision of facilities, services, and call for reimbursement from the external organization. The agreement holds all users of said facility accountable for any damages incurred. USAFA/ADSU is the OPR for completion of an agreement. All Facility Use License Agreements are processed through the 10th Civil Engineer Squadron (10 CES) and approved by the 10 CES Commander (10 CES/CC) or Deputy Commander (10 CES/CD). Facility use Licenses are required to be submitted to CE a minimum of 30 days prior to the event (when possible) for processing and approval.
5.1.3.1. Facility Use License Agreements will be reviewed annually by USAFA/ADSU with any changes or terminations approved by the Director of Athletics (USAFA/AD). External organizations will be notified, in writing, no later than 90 days prior to any change or termination of the license agreement.

5.1.4. In accordance with National Collegiate Athletic Association (NCAA) guidelines, reimbursable expense requirements for any group with intercollegiate athlete prospects will not be waived.

5.1.5. All facility use between the 10th Forces Support Squadron (10 FSS) and USAFA/AD requires a non-strategic Memorandum of Agreement (MOA) between the two agencies. The MOA will be initiated by the requestor of the facilities and will be signed by USAFA/ADS, 10 FSS Deputy Director (10 FSS/CL) and HQ USAFA Financial Management, if required. MOAs will be completed and signed by both parties at least 30 days prior to the use date.
Chapter 6

LOCKER ROOM INSPECTION PROCEDURES FOR CADET ICE ARENA

6.1. Facilities Usage Inspection Form. The 10 CES Cadet Ice Arena personnel and/or Events Management personnel (USAFA/ADSU) will use USAFA Form 26, Cadet Ice Arena Facilities Usage Inspection, to evaluate and document an external organization’s treatment of the facilities. The using organization will pre-inspect all assigned locker rooms prior to their use for cleanliness and structural damage. Date, time, and signatures will be collected prior to the use of said facility and provided to 10 CES Cadet Ice Arena personnel or the Event Manager.

6.2. Receiving Cipher Lock Code or Key. After pre-inspection, the using external organization will be given the cipher lock code or key to the visiting team locker room by the 10 CES Cadet Ice Arena personnel or Events Management personnel.

6.3. Random Inspections. During an event, 10 CES Cadet Ice Arena personnel or USAFA/ADSU personnel will randomly inspect locker room and common areas for any damages.

6.4. Responsibility of Locker Room. The tournament director or coach will be responsible for keeping the facility clean and to help ensure proper use of locker rooms.

6.5. Post-Inspection and Damage Procedures. Upon completion of the event and using the same inspection form, locker rooms will be jointly inspected by 10 CES Cadet Ice Arena personnel or USAFA/ADSU personnel and the using external organization.

6.5.1. If no damage is noted, both parties will sign inspection form and no further action is necessary.

6.5.2. If damage is noted during post inspection, both parties will acknowledge the damage and it will be noted and signed for on the inspection form. If the damage was determined to be malicious by 10 CES Cadet Ice Arena personnel or USAFA/ADSU personnel, notification to 10 SFS is required.

6.5.2.1. In all cases, the 10 CES Facility Manager will be notified by USAFA/ADSU personnel to submit a reimbursable work order to correct the damage. The using external organization will be notified by USAFA/ADSU staff of such damage and a copy of the inspection form, along with an invoice for repair, will be mailed for billing.

6.5.2.2. Billing for damages will be included in the invoice generated for the facility use license agreement.

DR. HANS J. MUEH
Director of Athletics
Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING DOCUMENTATION

References
AFMAN 33-363, Management of Records
AFPD 36-35, United States Air Force Academy
AFOSHSTD 48-14, Swimming Pools, Spas and Hot Tubs, and Bathing Areas
AD OI 31-101, Intercollegiate Rifle Range Security and Operation
USAFAI 34-201, Falcon Stadium Press Box Operations
USAFA Plan 10-34, Home Football Game Operations

Prescribed Forms
USAFA Form 26, Cadet Ice Arena (Facilities Usage Inspection)
USAFA Form 47, Application for Air Force Academy Athletic Event Credential

Adopted Forms
AF Form 847, Recommendation for Change of Publication
USAFA Form 29, United States Air Force Academy Event Application

Abbreviations and Acronyms
AD—Athletic Director
AF—Air Force
AFMAN—Air Force Manual
AFOSHSTD—Air Force Occupational, Safety and Health Standard
AFPD—Air Force Policy Directive
AFRC—US Air Force Reserve
AMR—American Medical Response
ANG—Air National Guard
BCT—Basic Cadet Training
CAP—Civil Air Patrol
CHSAA—Colorado High School Athletic Association
DoD—Department of Defense
FAC—Falcon Athletic Center
FBI—Federal Bureau of Investigation
FPCON—Force Protection Conditions
ID—Identification
MOA—Memorandum of Agreement
NCAA—National Collegiate Athletic Association
NLT—no later than
NORAD—North American Defense
OI—Operating Instruction
OIC—Officer in Charge
OPR—Office of Primary Responsibility
PE—Physical Education
RDS—Records Disposition Schedule
USAF—United States Air Force
USAF—United States Air Force Academy
USAF—United States Air Force Academy Instruction
Attachment 2

ATHLETIC FACILITIES USAGE

A2.1. Cadet Field House (Building 2169).
   A2.1.1. Clune Arena.
       A2.1.1.1. USAFA Graduation Events.
           A2.1.1.1.1. Individual Awards Ceremony.
           A2.1.1.1.2. Inclement Weather Graduation Site.
       A2.1.1.2. Basic Cadet Training (BCT) Athletic Briefing.
       A2.1.1.3. Intercollegiate Men’s & Women’s Basketball, Volleyball, and Wrestling practice and competition.
       A2.1.1.4. Cadet Intramural Championships (Basketball and Wing Open Boxing).
       A2.1.1.5. Intercollegiate Boxing National Championships.
       A2.1.1.7. Special Events (i.e. Colorado High School Athletic Association [CHSAA] Basketball Tournament, Rocky Mountain State Games, Academy School District #20 Graduations).

A2.1.2. Ice Rink.
   A2.1.2.1. Intercollegiate Hockey practice and competition.
   A2.1.2.2. Cadet Recreation.
   A2.1.2.3. Summer Sports Camps.
   A2.1.2.4. Recreational Skating Program.
   A2.1.2.5. Learn-to-Skate Program.
   A2.1.2.6. Special Events, as outlined in Table A2.1. below.

Table A2.1. Sample Of Ice Rink Special Events.

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Event Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Holiday Parties</td>
<td>King of the Rockies Youth Hockey Tournament</td>
</tr>
<tr>
<td>North American Defense (NORAD) Hockey League</td>
<td>USAFA Youth Center Hockey Practices and Tournaments</td>
</tr>
<tr>
<td>Thunderbirds</td>
<td>Colorado Springs Youth Hockey Tournament</td>
</tr>
<tr>
<td>Academy District #20 Practices &amp; Games</td>
<td>President’s Day Youth Hockey Tournament</td>
</tr>
<tr>
<td>Select Camps</td>
<td>Triple AAA Spring Hockey Sports Camp</td>
</tr>
<tr>
<td>Hockey Prospect Camp</td>
<td>CHSAA Hockey Tournament</td>
</tr>
<tr>
<td>High School Senior All-Star Game</td>
<td></td>
</tr>
</tbody>
</table>

A2.1.3. Multipurpose Area.
   A2.1.3.1. Graduation Events.
A2.1.3.1.1. Individual Awards Ceremony Staging Area.
A2.1.3.1.2. Inclement Weather Graduation Staging Area.
A2.1.3.2. Cadet Classes (PE and Academic).
A2.1.3.3. Cadet Physical Fitness Testing (BCT and Academic Year).
A2.1.3.4. Intercollegiate Practices and Competition.
   A2.1.3.4.1. Football, Soccer, Cross Country, Track and Field, Lacrosse, and Baseball.
   A2.1.3.4.2. Indoor Track and Field Competition and Mountain West Conference Indoor Championships and Warrior Games.

A2.2. Falcon Athletic Center (Building 2168).
A2.2.1. Intercollegiate Weight Room.
   A2.2.1.1. Intercollegiate Teams (Football, Men’s & Women’s Basketball, Hockey, Volleyball, and Track).
   A2.2.1.2. Physical Education classes.
A2.2.2. Theater or Auditorium.
   A2.2.2.1. Directorate of Athletics Director’s Calls and Training.
   A2.2.2.2. Directorate’s Coaches’ Meetings.
   A2.2.2.3. Intercollegiate Team Meetings.
   A2.2.2.4. Physical Education classes.
   A2.2.2.5. Hospitality during Intercollegiate Tournaments.

A2.2.3. Training Room.
   A2.2.3.1. Treatment for all cadets.
   A2.2.3.2. Rehabilitation for all intercollegiate cadet-athletes.

A2.2.4. Meeting Rooms. Intercollegiate teams.

A2.3. Cadet Gymnasium (Building 2170).
A2.3.1. East Gym.
   A2.3.1.1. BCT Intramurals.
   A2.3.1.2. Physical Education classes.
   A2.3.1.3. Intercollegiate Men’s and Women’s Basketball and Volleyball practices.
   A2.3.1.4. Intercollegiate Wrestling matches.
   A2.3.1.5. Cadet Intramurals.
   A2.3.1.6. Cadet Clubs.
   A2.3.1.7. Cadet Recreation.
A2.3.1.8. Summer Sports Camps.
A2.3.1.9. Special Events (i.e. Rocky Mountain State Games).

A2.3.2. **Center Gym.**
A2.3.2.1. BCT Intramurals.
A2.3.2.2. Physical Education classes.
A2.3.2.3. Intercollegiate Men’s and Women’s Basketball practices.
A2.3.2.4. Cadet Intramurals.
A2.3.2.5. Cadet Clubs.
A2.3.2.6. Cadet Recreation.
A2.3.2.7. Summer Sports Camps.
A2.3.2.8. Special Events (i.e. Rocky Mountain State Games).

A2.3.3. **West Gym.**
A2.3.3.1. BCT Intramurals.
A2.3.3.2. Physical Education classes.
A2.3.3.3. Intercollegiate Gymnastics and Fencing practices and competition.
A2.3.3.4. Summer Sports Camps.
A2.3.3.5. Special Events (i.e. Aerials Youth Gymnastics Meet, Rocky Mountain State Games).

A2.3.4. **Boxing Gym.**
A2.3.4.1. Physical Education classes.
A2.3.4.2. Intercollegiate Boxing practice and competition.
A2.3.4.3. Cadet Intramurals.
A2.3.4.4. Cadet Recreation.
A2.3.4.5. Summer Sports Camps.

A2.3.5. **Water Polo Pool.**
A2.3.5.1. Physical Education classes.
A2.3.5.2. Intercollegiate Water Polo practice and competition.
A2.3.5.3. Intercollegiate Swimming (morning practice).
A2.3.5.4. Summer Sports Camps.
A2.3.5.5. Cadet Clubs (Women’s Water Polo, Kayaking).
A2.3.5.6. Special Events (i.e., Water Polo Zone Nationals, Rocky Mountain State Games).

A2.3.6. **Natatorium Pool.**
A2.3.6.1. Physical Education classes.
A2.3.6.2. Intercollegiate Teams.
   A2.3.6.2.1. Swimming and Diving practice and competition.
   A2.3.6.2.2. Water Polo competition.
   A2.3.6.2.3. Various teams, running stairs.
A2.3.6.3. BCT Intramurals.
A2.3.6.4. Cadet Clubs.
A2.3.6.5. Cadet Recreation.
A2.3.6.6. Summer Sports Camps.
A2.3.6.7. Special Events (i.e., Falfins Swim Club competition, Rocky Mountain Diving, Rocky Mountain State Games).

A2.3.7. Miscellaneous Usage.
A2.3.7.1. Intercollegiate Weight Room (Intercollegiate strength training).
A2.3.7.2. Training Room (medical treatment and rehabilitation [satellite facility] for all cadets).
A2.3.7.3. Rifle Range (Intercollegiate practice and competition).
A2.3.7.4. Wrestling Room (Physical Education classes and Intercollegiate practice and competition).
A2.3.7.5. Racquetball Courts and/or Squash Courts (all cadets).
A2.3.7.6. Athletic Reconditioning Room (Physical Fitness Testing reconditioning).
A2.3.7.7. Aerobic Room (all cadets).
A2.3.7.8. Judo Room (PE and Club).
A2.3.7.9. Classroom (Physical Education classes).
A2.3.7.10. Projection Room (Physical Education classes, department meetings).
A2.3.7.11. Scuba Classroom (Physical Education classes).
A2.3.7.12. Lower Boxing Room (Physical Education classes).
A2.3.7.13. Cadet Weight Room (cadet personal fitness).
A2.3.7.14. Cybex Room (cadet recreation).
A2.3.7.15. Aerobic Fitness Room (cadet recreation).
A2.3.7.16. Cheerleading Room (Intercollegiate practice).
A2.3.7.17. Indoor and Outdoor Tennis Courts (Physical Education classes, Intercollegiate practice and competition, Cadet Recreation, and Summer Sports Camps).
A2.3.7.18. Human Performance Lab (Intercollegiate training, Physical Education classes, specialized analysis).
A2.4. Athletic Fields (Areas 1, 2 and 3).
  A2.4.1. Physical Education Classes.
  A2.4.2. Cadet Intramurals.
  A2.4.3. Cadet Clubs (Ultimate Frisbee Club Tournament).
  A2.4.4. Cadet Recreation.
  A2.4.5. Summer Sports Camps.
  A2.4.6. Special Events (i.e., Pride of the Rockies Soccer Tournament).

A2.5. Athletic Fields (Area 4, 5, 6 and 7).
  A2.5.1. Physical Education Classes.
  A2.5.2. Cadet Aerobic Fitness Testing.
    A2.5.3. Intercollegiate Practices and Competitions (Baseball, Football, Lacrosse, Soccer, and Track and Field).
    A2.5.4. Press Boxes (Game day activities).
    A2.5.5. Cadet Clubs.
    A2.5.6. Cadet Recreation.
    A2.5.7. Summer Sports Camps.
    A2.5.8. Special Events (i.e., State Games).

A2.6. Falcon Stadium (Field and Press Box).
  A2.6.1. Playing Field (Intercollegiate Football practice and competition, Graduation).
  A2.6.2. Press Box (Game Day activities, football luncheons, Corona Sports Dinner, Multiple Banquets and Dinners, Special Events).

A2.7. Cadet Fitness Areas for Non-Intercollegiate Athletes.
  A2.7.1. Cadet Weight Room (12,000 square feet; same as Cadet Gymnasium Intercollegiate Weight Room).
  A2.7.2. Reconditioning Room (2,000 square feet).
  A2.7.3. Cybex Room (600 square feet).
  A2.7.4. Aerobics Room (3,000 square feet).
  A2.7.5. Aerobics Fitness Room (600 square feet).

A2.8. Holaday Athletic Center.
  A2.8.1. HAC (92,000 square feet)
Attachment 3

PROXIMITY LOCK LEGEND

CADET FIELD HOUSE (Bldg 2169)

FAC (Bldg 2168)

CADET GYMNASIUM (Bldg 2170)
Attachment 4

GATE LEGEND

Directorate of Athletics Protection Plan

- Red - Bollards & Cable
- Yellow - Pedestrian/Handicap Access
- Green - Manual swing arm gate
- Blue - Prox Vehicle Gate

Swing Gate 1 (S1)
Swing Gate 2 (S2)
Field House
FAC
Swing Gate 3 (S3)
Swing Gate 4 (S4)
Swing Gate 5 (S5)
Prox Gate 1 (P1)
Prox Gate 2 (P2)
Prox Gate 3 (P3)
Prox Gate 4 (P4)
Swing Gate 6 (S6)

Landscape Barrier
Removable bollards
Gym
Attachment 5

SAMPLE – CREDENTIAL LETTER TO UNIT COMMANDERS

MEMORANDUM FOR USAFA COMMANDERS/STAFF (Distribution List)

FROM: USAFA/ADS

SUBJECT: USAFA Sports Credentials for 20XX-20XX Season

1. In an effort to better manage the credentialing procedures for intercollegiate athletic events, the Directorate of Athletics’ Events Management Office (USAFA/ADSU) has developed USAFA Form 47, Application for Air Force Academy Athletic Event Credential, which applies to the Football, the All Sports, and the individual sports credential (see Attachment 1). The USAFA Form 47 is intended for use by organizations for individual and group requirements (such as Quality Assurance Evaluators, janitorial support, plumbers, electricians, etc.). This form is available on the e-Publishing website at www.e-publishing.af.mil. The credential request will be used by organizational commanders solely for the purpose of authorizing, in writing, those personnel who require access to the intercollegiate athletic events because their position requires them to work on game day. This is a “working” credential only; at no time will the working credential be used as a game ticket to any intercollegiate athletic event.

2. Instructions on how to complete USAFA Form 47 are outlined on the reverse side of the form. Please use the Categories codes shown on the reverse side of the USAFA Form 47 to complete Block 1.5 for all credential application forms. If requesting a Football credential, please use the Access Zones Guide in addition to the Categories code to complete Block 1.5 of the USAFA Form 47.

3. The Assistant Athletic Director for Events Management (USAFA/ADSU) is the approval authority for all intercollegiate event credentials. The All-Sports Credential is very limited and is only for those personnel whose duty requires them to work all intercollegiate sports other than football. For those requiring a credential for only one of the other premier sports (Volleyball, Hockey, or Basketball), please specify that particular sport under Individual Sport Credential (Section I, Block 1.5C). The deadline to submit the form for the fall sports (Football, Volleyball) is (date); the deadline for the winter sports (Hockey and Basketball) is (date).

4. Forward all completed/signed USAFA Forms 47 to USAFA/ADSU. Organizations should try to submit all of their requests at one time, if possible. Note: Please be aware that the volume of credentials that we process is enormous. Plan accordingly and submit your applications as soon as possible. Location for the credentialing program is in the Cadet Field House (Bldg 2169) in the Recreational Skating Office, Room 2094. If a picture is required, the requestor will be notified. Picture times for credentials will be during the following hours only: Monday – Thursday, 1000 – 1400 hours. Once a credential is completed, the requestor will be contacted for pick up.
5. Should you require any further information regarding the credentialing process, please call Events Management at 333-0229. Go Falcons!

SIGNATURE BLOCK
Associate Athletic Director for Support

Attachment:
USAFA Form 47, Application for Air Force Academy Athletic Event Credential