



**DEPARTMENT OF THE AIR FORCE**  
AIR FORCE SERVICES ACTIVITY  
JOINT BASE SAN ANTONIO LACKLAND TEXAS

MEMORANDUM FOR Armed Forces Sports Council Secretariat  
Chief, Sports Branch, Army  
Head, Navy Sports and Fitness  
Head, Marine Corps Sports Office  
Coast Guard Sports Director

FROM: AFSVA/SVORF  
2261 Hughes Avenue, Suite 156  
JBSA Lackland TX 78236-9854

SUBJECT: 2015 Military World Games Cycling Team Candidate Application Process

1. This Memorandum provides instructions, information, and basic guidelines on procedures for applying for the 2015 United States Armed Forces Conseil International du Sport Militaire (CISM) Cycling Team. A panel will select the Armed Forces team participants after reviewing applications and ensuring receipt of mandatory forms, to include completion dates of required training. The Armed Forces Cycling Team will represent the United States at the CISM Military World Games (MWG's) Cycling Competition, Mungyeong, South Korea, from 2-11 October.

2. Applications:

a. Candidate applications are due to AFSVA/SVORF (through respective service Sport's Office) no later than **18 July**. Applications (resumes) must list verifiable results from UCI or USAC sanctioned competitions, to include the name, date, and location of the event. The selection panel will thoroughly review all applications received, comparatively analyzing documented performances.

b. CISM Requirements: A **current passport**, valid through **11 April 2016**, is required for travel. All prospective participants must complete and document Mandatory Pre-Travel Training (see Atch 1) no later than the 18 July suspense for application submittal. This training includes Level I AT Awareness Training, SERE 100.1 (Level A) computer-based training (CBT), and Isolated Personnel Report (ISOPREP) Form. Failure to complete the Mandatory Pre-Travel Training or provide passport number, with expiration date, will result in non-selection. All participants must bring their passport, their military uniform (see Atch 2), and their military identification card to the MWG's. All participants will complete, sign and submit an *Armed Forces Sports Participant Code of Conduct* (see Atch 3) by suspense noted in the 2015 CISM Cycling Selection Message. The 2015 Armed Forces Cycling Team Selection Standard Procedures provides general guidelines for selection (see Atch 4), however the Korean host regulations regarding the 2015 MWG's Cycling Championship establishes the team roster numbers cited in paragraph 3.

3. Final Team Selection: Host nation will determine actual events for the 2015 MWG's Cycling Championship. The current plan is for a U.S. Team maximum of eight male and four female athletes

to contest the road races. Two men and two women will be selected from the road race team to contest the individual time trial event. The final team roster will also include a coach, mechanic, soigneur, and an administrative Team Captain.

4. Point of Contact for additional information: For additional information contact your Headquarters Sports Office, or the Armed Forces Cycling Manager, Debra Ponzio, DSN 847-5374, commercial (720) 847-5374, or e-mail [debra.ponzio@us.af.mil](mailto:debra.ponzio@us.af.mil).

4/9/2015

X 

---

Stephen J. Brown  
Chief, Air Force Sports  
Signed by: BROWN.STEPHEN.J.1006383480

4 Attachments:

1. Entry requirements for Korea
2. Service Uniforms for CISM Competition
3. Armed Forces Sports Participation Code of Conduct
4. Armed Forces Cycling Teams Selectin Standard Procedures



## SERVICE UNIFORMS FOR CISM COMPETITION

### SERVICE

Army	Army Service Class A Uniform
Marine Corps	Service A: Green Trousers with long sleeve blouse (tan), tie/tab coat, ribbons & shooting badges
Navy	Service Dress Blues or Summer Whites (depending on date)
Air Force	Service Dress (Class A)
Coast Guard	Service Dress Blue (Bravo)

**NOTE:** Female personnel may wear skirt or pants.



## Armed Forces Sports Participant Code of Conduct

Membership on a United States Military Sports team is an honor and privilege - a distinction few achieve. The responsibilities include obligations to do my best for my branch of the Service, the United States Department of Defense, my country, the international military sports family, and myself.

To this end, I pledge to uphold the spirit of this Code of Conduct, which offers a general guide to my conduct as a member of the team. I recognize that this Code does not establish a complete set of rules nor prescribe every aspect of appropriate behavior.

By signing this Code of Conduct, in its unaltered form, (1) I am available for higher-level competition and accept nomination to the team; (2) agree to abide by this Code and the instructions of those appointed over me; (3) understand that the Uniform Code of Military Justice shall apply as I am on official Department of Defense Travel Orders, and (4) acknowledge that the Code applies immediately upon my signing this document.

### **As a Member of the Team, I Pledge to:**

- arrive at the Armed Forces training site on-time, with proper uniforms, current passports, and necessary paperwork for overseas travel.
- act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct.
- maintain military standards of bearing, behavior and grooming throughout the period of my assignment to this program to include, but not limited to, times of travel training camps, and championships.
- maintain a level of fitness and competitive readiness which will permit my performance to be at the maximum of my abilities, failure to make or maintain competitive weight in applicable sports by closing date of training camp will result in removal from Armed Forces roster and immediate return to duty station, with any items of issue immediately returned to the team captain.
- avoid criminal behavior.
- not use any medication, supplement, or product containing ingredients listed within the World Anti-doping Agency (WADA) prohibitive substance list. For more information or questions, please see your team medical staff or visit the WADA website at: <http://www.wada-ama.org>
- refrain from the use of, or the providing of alcohol or drugs in violation of local or national law or military regulations.
- respect the property of others whether personal, public or government.
- respect members of my team, other teams, spectators and officials, and engage in no form of verbal, physical or sexual harassment or abuse.
- follow my team rules, regarding curfew and required attendance at team meetings or functions, and any other rules established by the coach, team captain, and/or Chief of Mission.
- wear designated military, team and civilian apparel at official functions such as the opening ceremonies, closing ceremonies, press conferences, and other occasions as directed by those appointed over me;
- refrain from obligating the U.S. Government for any purpose, financial or otherwise.
- act in a way that will bring respect and honor to the team, the U.S. Department of Defense, the United States and this championship.
- acknowledge that if I leave for any reason other than a family emergency, call back, or verifiable injury, I face consequences as stated in my affirmation.
- remember that at all times I am an ambassador for my sport, my country and the international military sports program.

### **Relations with the Media and Event, Team and Program Sponsors**

The Armed Forces Sports Program benefits significantly from the support of the general public, corporations and the media. Recognizing that my primary responsibility is my competitive readiness, I nevertheless understand that it is in my personal interest, as well as that of my sport and the U.S. Military, to cooperate with the media and with event, team, and program sponsors. When requested by the Mission Chief of the Team, or his designee, I will participate in media and sponsor-related activities.

### **Anti-Terrorism Briefing**

I acknowledge that I have received the Level 1 Anti-Terrorism Briefing (OCONUS travel). As a follow-up I have gone to the web site <https://atlevel1.dtic.mil/at/> to receive my refresher training that I need each year before traveling OCONUS.



## Armed Forces Sports Participant Code of Conduct

**United States Military Athlete Code of Conduct Affirmation:**

I have read and accept this Code of Conduct and guide to media relations. I agree to the rules and guidelines stated in these documents as a condition of being named and remaining a member of the U.S. Military Team. I understand that I am on official Department of Defense travel orders, subjected to the Uniform Code of Military Justice and that non-compliance of the expected standards of conduct by anyone representing the Armed Forces during higher-level trial camp or competition will result in corrective action as determined by the Armed Forces Sports Council Working Group or my Chain of Command. Actions by the Armed Forces Sports Council/Working Group may include but are not limited to: written reprimand, removal from official roster for that event, removal from the Armed Forces Sports program for one (1) year, and/or being permanently prohibited from participating in the Armed Forces Sports program. In addition, my command will be notified of the actions taken by the Armed Forces Sports Council/Working Group and I may be subject to further action by my command to include disciplinary action under the Uniform Code of Military Justice.

---

Signature

Date

---

Printed Name

Date



## 2015 ARMED FORCES CYCLING TEAM SELECTION STANDARD PROCEDURES

1. COMPETITION RULES: Current International Cycling Union (UCI) as amended by the Conseil International du Sport Militaire (CISM) Cycling Sports Committee.
2. ELIGIBILITY:
  - a. For all events and categories, only those athletes who are selected to the U.S. Armed Forces Cycling Team (CISM Team or the Team) can represent the United States at this event. Only athletes who are active duty military, guard, or reserve will receive selection consideration.
  - b. All athletes must have a valid USA Cycling (USAC) international racing license and meet all eligibility requirements of USAC, the International Cycling Union (UCI), U.S. Armed Forces Sports and CISM.
  - c. All athletes must be in good standing with USAC, UCI, CISM, U.S. Armed Forces Sports and the United States Anti-Doping Agency (USADA).
  - d. Pro and elite/U23 license holders are eligible for consideration. Athletes holding a domestic racing license will obtain a USAC international license upon selection to the CISM Team.
  - e. Athletes must possess a current Passport. Failure to secure either of these documents in a timely manner, as determined by the Team Manager, will result in dismissal from the Team.
3. APPLICATION PROCESS. All applicants shall:
  - a. Complete the appropriate sports application for the respective Service branch.
  - b. Complete a "Standard Cycling Application" spreadsheet as supplied by the Armed Forces Cycling Manager, and available on the Armed Forces Cycling web site ([www.ArmedForcesCycling.org](http://www.ArmedForcesCycling.org)).
  - c. Send both to the athlete's appropriate Service branch sports office. Application deadlines will be announced in advance based upon the schedule for CISM World Championship events. CISM Team application deadlines generally will be approximately 60 days prior to the CISM Championship.
4. SELECTION CRITERIA (for all cycling disciplines):
  - a. There will be no automatic selections to the CISM Team; all selections will be discretionary. All licensed athletes will be given the same selection consideration with no preference given to members of specific clubs, teams, or geographic regions.
  - b. Discretionary team selection will be made by the Team Manager, in consultation with a selection panel. The primary purpose is to select the best physically, psychologically and technically prepared athlete(s) in order to produce medal-winning performances. Based on the context of the situation, the selection panel will evaluate which athletes should be selected to

## ARMED FORCES CYCLING TEAM SELECTION PROCEDURES

the team in order to field the strongest, soundest and most unified team for this event. Discretionary selections shall be based on the following prioritized criteria:

1) Medal capable:

- a) A recent history of top finishes at CISM World Championships, international or domestic elite events;
- b) The ability to produce medal capable times under certified conditions within the past 12 months;
- c) Consistently placing high among top-quality fields at international or domestic elite events;
- d) A recent history of strong performance in international or domestic elite competition that would indicate

2) CISM medal potential.

a) An athlete who can enhance team performance is one who, based on their experience and current level of performance, is expected to contribute substantially to the overall team performance or to the performance of a medal capable team member. In the case of our selection philosophy, this is deemed to be particularly important in the special case where a medal capable individual has been selected to the team and the athlete's contribution may assist the medal capable athlete in a medal winning performance. Obviously this effect may be of primary importance when nominating athletes for team-based events (Men's Road Race, Women's Road Race, Team Pursuit, Team Sprint, and Madison) where the synergy of the team members and/or the ability to play a strong support role is critical to the success of the team. For example, even though the Road Race event is scored individually, athletes who are capable of executing a team strategy for the designated team leaders can have a profound impact on the ability of the medal capable team leaders to achieve a medal winning performance.

3) Future medal capability:

- a) An athlete who demonstrates a trend of improving performance in domestic competition that, when extended a reasonable distance into the future, intersects the current CISM performance standard for the event under consideration; and/or;
- b) An athlete who, despite being "new" to the sport or competing a relatively short time in the sport, is within a reasonable percentage of the CISM performance standard; and or despite being biologically immature, is within a reasonable percentage of the CISM performance standard.
- c) An athlete with recent improvements in international and/or elite domestic results. If practical, an event occurring 30-60 days prior to the CISM Championship will be designated as the final selection consideration event for the CISM Team. If possible, a U.S. National Championship event will be used for this purpose. If not, an attempt will be made to designate an event comparable to the CISM Championship. CISM Team selections will not be based solely on the final results of these events but performance in these events will be given a strong consideration factor in the selections. If an appropriate event is not available, selections will be made based only upon written applications.

## ARMED FORCES CYCLING TEAM SELECTION PROCEDURES

- c. There is no requirement to fill the roster for each specific cycling discipline or gender.
- d. Selections will be made based on the ability of athletes to meet the selection criteria.
- e. Mechanical problems and crashes are a part of cycling. Therefore, the Team Manager will not consider an athlete's position or placing in an event or events at the time the athlete experienced a mechanical problem or crashed or went off course as a determining factor for selection.
- f. Specific selection criteria for each cycling discipline will be announced as these disciplines are offered at CISM World Championship events. Not every discipline is offered at every CISM Championship. Events offered are at the discretion of the host country and the CISM Cycling Sport Committee.

### 5. SELECTED ATHLETES

- a. Selected athletes are expected to compete in a regular schedule of training and races, as approved by the Team Manager, between the team selection and the CISM Championship. The reason for schedule approval is to ensure the athlete's focus is on CISM Team preparation.
- b. The Team Manager will nominate/select and manage all athletes and staff who participate in these events.
- c. All aspects of the team travel, and all on-site logistics and housing for this event will be centrally managed. All athletes and staff who are part of the official U.S. Armed Forces Cycling Team delegation for this event must function AS A TEAM.
- d. U.S. Armed Forces Sports and U.S. Armed Forces Cycling will NOT be responsible for or manage logistics for personal team managers, personal coaches/staff, athletes' families, spouses, friends or significant others. It will be the responsibility of these individuals to make separate arrangements for housing, food and transportation and they will be responsible for all costs related to any separate arrangements they might make. Additionally, these individual will NOT be credentialed as part of the CISM Team for this event and will therefore not be allowed in the USA Team cabin(s) or pit areas unless specifically granted that privilege by the Team Manager.
- e. If possible, the CISM Delegation will be gathered together for staging prior to departure. This normally will be approximately 5-7 days prior to the start of the CISM Championship. This ensures all bikes and other equipment are accounted for and allows time for equipment quality checks and repairs.
- f. Athletes are expected to arrive with a bike that is clean and in race condition. If not, and staff has to make repairs to get the bike into race condition, the athlete may be required to pay for these repairs. The need for such repair will be determined by the staff, because the success of the entire team depends on the preparedness of each athlete and his/her equipment.
- g. Any and all equipment provided by U.S. Armed Forces Cycling to an athlete attending this event remains the property of U.S. Armed Forces Cycling and must be returned at the end of the event. Failure to return property in a timely manner may result in future penalties, financial liability, or disciplinary action.

## **ARMED FORCES CYCLING TEAM SELECTION PROCEDURES**

h. The number of athlete start positions per event and category is determined in each event by the host country and the CISM Cycling Sport Committee. These selection procedures have been developed based on the most recent information regarding the events, athlete participation, team qualification and team size.

i. All athletes selected to the CISM Team must sign prior to and as a condition of being selected to the CISM Team, and abide by all required forms including, but not limited to:

- 1) Armed Forces Sports Athlete Code of Conduct
- 2) Armed Forces Sports Higher Level Advancement Form (OCONUS)
- 3) CISM Anti-Doping Education and Declaration Form

a) The above forms can be found on the U.S. Armed Forces Sports web site ([armedforcessports.defense.gov](http://armedforcessports.defense.gov)).

b) Failure to do so will result in dismissal from the Team. Failure to abide by these and other required agreements will result in dismissal from the Team.

c) All athletes and staff must abide by all USAC, UCI and USADA anti-doping regulations prior to, during and after the competition period for this event per UCI anti-doping regulations, a rider against whom an investigation was opened in relation to a fact which may cause a breach of the UCI Anti-Doping Rules, will not be considered eligible until the end of the suspension or until definitive acquittal. In the event of a positive "A" sample, this clause applies starting from the notification of the abnormal analysis result to the rider.

j. The selection procedures may be subject to change based on the final racing calendars and/or updated information from the host country or CISM Cycling Sports Committee.

6. **ALTERNATE AND REPLACEMENT ATHLETES:** Alternates MAY be selected in each event. If alternates are named, they will be prioritized and may be selected to replace a selected athlete. Selected athletes may be replaced if injury or illness prevents them from 100% participation in the CISM Championship competition. If an athlete is removed by ineligibility, illness or injury, positive drug testing for a banned substance or fails medical control procedures; voluntarily resigns, or is a recipient of USAC, UCI or Armed Forces disciplinary actions, the athlete MAY be replaced. Replacement of athletes must comply with U.S. Armed Forces rules and CISM event entry deadlines.

7. **COMPETITION RULES AND GUIDELINES:** Within the United States, USA Cycling rules apply. Regulations of the UCI and the CISM Cycling Sport Committee govern conduct of the CISM Cycling Championship races. General CISM rules govern other aspects of the CISM event.

8. **2015 SCHEDULE OF EVENTS:** Based on the schedule of the 6th Military World Games.

## ARMED FORCES CYCLING TEAM SELECTION PROCEDURES

### 9. 2015 CISM DELEGATION COMPOSITION – 6th Military World Games

1 Team captain  
1 Trainer/coach  
1 Medical staff  
1 ad libitum  
10 Male athletes  
6 Female athletes  
Total = 20

### 10. TYPICAL COMPETITIVE EVENTS IN A CISM WORLD CHAMPIONSHIP

#### a. Road Time Trial:

TT Individual (Team) Men  $\pm$  40km  
TT Individual (Team) Women  $\pm$  20km  
\* No team classification for TT.

#### b. Road Race:

RR Individual(Team) Men  $\pm$ 120km  
RR Individual(Team) Women  $\pm$ 80km  
\* No separate race is held for Team Classification; instead, it is calculated from sum total of the individual road race times of a nation's best racers. (4 for men, 2 for women)