

I. MWR FACILITIES:

a. General Rules.

- (1) All individuals shall conduct themselves appropriately while onboard Sector Columbia River. Any individual found acting improperly might be subject to loss of all MWR privileges.
- (2) Alcoholic beverages are not permitted on/in any facility, except on the sports field with approval from Commander, Sector Columbia River.

b. Gymnasium and Weight Room. Recreational and physical fitness activities in these facilities include weight lifting, aerobic exercise, racquetball, basketball, and volleyball. Locker rooms, head and shower facilities are also available in the gymnasium. The following are guidelines for use of both facilities:

- (1) Use of the gymnasium and weight room will be limited to active duty Coast Guard members between the hours of 1130 - 1330, Monday – Friday. The gymnasium and weight room are open to Reservist, Retirees and Dependents. A sponsor must accompany children under the age of sixteen; children under the age of thirteen must be under direct supervision at all times.
- (2) The gymnasium and weight room normal hours of operation are from 0800-1600. Anytime the door is locked, it may be opened remotely by calling the Communications Center at extension 211. Upon departure from either facility personnel must ensure that the facility is secured.
- (3) All personnel using the facilities are required to sign in using the green log book provided in both the gymnasium and weight room.
- (4) Duration of play on the racquetball court in the gymnasium will be unlimited unless others are waiting to use the court. In that case, play will be limited to two games played to 15 points, win by two. After two games have been completed, the court will be vacated to allow those waiting an opportunity to play.
- (5) All personnel using the racquetball court must wear proper eye protection. Personnel found disobeying this rule shall forfeit their gymnasium privileges.
- (6) Only white sole or non-marking shoes are permitted on the basketball and racquetball courts. Personnel found using other shoes shall forfeit their gymnasium privileges.
- (7) Non-alcoholic beverages are permitted in the gymnasium and weight room. Food items are not allowed unless approved by the Morale Officer.

- (8) Users of the facilities are required to clean up after themselves before departing. Personnel using the shower facilities in the gymnasium locker rooms will provide their own towels and ensure the locker rooms are left clean and dry.
- c. Morale Equipment Rentals. Recreational equipment may be rented at the on-base Morale Locker, subject to the following guidelines:
- (1) Reservations:
 - (a) The checkout system operates on a first come, first serve basis. All Active Duty and Active Reserve personnel may reserve equipment up to 6 weeks in advance. All other individuals may reserve equipment up to 3 weeks in advance unless special arrangements have been made with the Morale Officer.
 - (b) Morale Events requiring rental equipment take precedence over reservations but, due consideration will be given to reach a satisfactory accommodation for all concerned.
 - (2) Hours of Operation:
 - (a) The Morale Locker will be open by appointment only. To schedule a sign out/return, contact the Morale Officer, or a morale locker volunteer.
 - (b) Morale locker points of contact will be posted on the Morale Locker door.
 - (c) Volunteers run the Morale Locker on their own time. Schedule conflicts may result in unexpected closure during appointed times.
 - (3) Check Out Procedures:
 - (a) Personnel checking out equipment must pay the deposit in full for each item at check out time.
 - (b) Equipment may be checked out for a maximum of 14 calendar days unless special arrangement has been made with the Morale Officer, or a morale locker volunteer.
 - (c) Members checking out equipment for use during a sponsored morale activity will not be charged a deposit or rental fee. Members who are ongoing Morale Locker volunteers may rent morale boats at half price and all other items at no cost. Damage deposits and late fees still apply.
 - (4) Any person signing for gear, which requires safety equipment, will be issued the appropriate safety equipment free of charge. Each user is required to properly use any safety equipment issued to them. Failure to do so will result in loss of Morale equipment privileges. Anyone injured due to negligence or a failure to utilize the

appropriate safety equipment shall be subject to investigation.

(5) Check In procedures:

- (a) Upon return the full rental fee shall be collected. The deposit will be returned following a satisfactory inspection of the gear.
- (b) Members will only be charged for the days they actually use the equipment, on their honor. If it is discovered that the member used the equipment for longer than the period they claimed their renting privileges will be revoked.
- (c) Any equipment that is lost/stolen; or returned damaged and/or soiled will be replaced, repaired and/or cleaned by the user at the user's expense. A late fee may be assessed for each item that is returned late and the deposits may be forfeited to the Morale Account.

(6) Personnel use Morale equipment at their own risk. Sector Columbia River and the Group MWR Program cannot guarantee the condition, operation or proper factory maintenance of its rental equipment. Also, the Coast Guard assumes no responsibility for the user's safety during activities that include the use of morale equipment.

d. Sports Field. The sports field is located next to the gymnasium.

- (1) The sports field is available for recreational use. While "pick-up games" are highly encouraged, previously scheduled sporting events and practice sessions have priority.
- (2) Use of the sports field by non-eligible members will be in accordance with reference (b).

e. Archery Range. The archery range is located behind the weight room and shall be available on a first come, first serve basis.

f. Reserving Sector Columbia River MWR Facilities.

- (1) The Morale Officer coordinates use of the sports field, gymnasium and pavilion area. Morale and local communities work closely to provide joint maintenance of the sports field. Preference is given to Sector Columbia River and groups licensed to use them in accordance with reference (b), unless an event has been scheduled with the Morale Officer.
- (2) All requests to use the facilities shall be referred to the Sector Columbia River Morale Officer.

g. Morale Parking.

- (1) The Morale Officer coordinates the use of morale parking located behind the VBST building. Members must contact the Morale Officer prior to parking any vehicle in designated morale parking slots.
- (2) Morale Parking slots are prepaid for on a yearly basis of \$120 dollars a year or \$10 dollars a month.
- (3) Priority of the requests will first go to personnel living in Astoria Housing who already own recreational vehicles. Personnel who purchase recreational vehicles while living in housing will go on the waitlist. Astoria Housing does not permit recreational vehicles, utility trailers, or boats to be stored in the neighborhood longer than 5 days without authorization from the Local Housing Office.
- (4) Each member who has access to a morale parking spot must render a form of registration and vehicle/boat information to the Morale Officer. A morale committee member will then verify vehicles/boat information once a month. Unrecognized items will then fall to the original spot holder to either pay or vacate.

2. MWR PROGRAMS:

- a. Organized Sports. Morale supports teams during various sports seasons for local community sports programs. Morale sponsorship has included basketball, volleyball, softball, and flag football. Consideration by the Morale Committee shall be given to all requests for sponsorship.
- b. Ticket Reimbursement. Morale provides partial ticket reimbursement for Sector Columbia River personnel participating in morale-sponsored events. In the past reimbursements have been given for run/walk races, ski trips, sports event trips, etc. The Morale Committee, who shall determine the amount of reimbursement and must approve the event.
- c. Swimming. Morale offers free entry for Sector Columbia River, CGC's Alert, Steadfast and Fir Active Duty members only to the Astoria Aquatic Center.
 - (1) Eligible members may participate in this program by displaying their military identification and checking in on their computer at the front desk of the Aquatic Center.
 - (2) While in effect this program allows entry for Active Duty members mentioned above at no charge to the member.