



DEPARTMENT OF THE ARMY
JONES COUNTY HIGH SCHOOL
GREYHOUND BATTALION
339 RAILROAD STREET
GRAY, GA 31032

JCHS-JROTC

20 January 2026

MEMORANDUM FOR Area 12 Drill Coaches

SUBJECT: Memorandum of Instruction (MOI) Jones County High School JROTC Drill Meet – 07 March 2026

1. References:

a. Standard Operating Procedures (SOP) 6th BDE JROTC Drill Meet Competitions, 22 September 2025.

b. Cadet Command Regulation (CCR) 145-2, 12 August 2022.

c. US Army Field Manual, TC 3-21.5, Drill and Ceremonies, 03 May 2021.

2. This memorandum provides instructions and guidance for the conduct of the Jones County High School JROTC Area 12 State Qualifying Drill Team Competition.

3. The Meet is held at Jones County High School, 339 Railroad Street, Gray, GA 31032, on Saturday, 07 March 2026 from 0900 - 1400 hours. The events are held at the JCHS football Stadium and football practice field (see Annex B). Please fill out and return the participation survey as soon as possible as it aides in ordering streamers and the planning process (see Annex A). Concession stand is available for all participants and spectators (See Annex B).

4. **Coaches meeting is held at 0800** and the Judges meeting is held at 0830 at the command post (see Annex B).

5. **Entrance fee is \$100.00** (see annex D for W9) and please bring the fee with you. Make checks payable to Jones County High School JROTC, 339 Railroad Street, Gray, GA 31032. A receipt is provided to all participating teams the morning of the Drill Team meet. School packets with score sheets are provided by JCHS at registration.

6. Awards: Streamers are awarded to the top three finishers of each competition event. Medals awarded to Knockout and Exhibition.

7. **The Meet is conducted/scored using the policies, rules and drill routine formats contained in Standard Operating Procedures (SOP) 6th BDE JROTC Drill Meet Competitions, 22 September 2025.** The Meet includes the following categories and events (see Annex C for layout):

JCHS-JROTC

SUBJECT: Memorandum of Instruction (MOI) Jones County High School JROTC Drill Meet – 07 March 2026

- a. Color Guard Regulation
- b. Female Color Guard Regulation
- c. Armed Platoon Regulation
- d. Female Armed Platoon Regulation
- e. Armed Squad Regulation
- f. Female Armed Squad Regulation
- g. Unarmed Platoon Regulation
- h. Female Unarmed Platoon Regulation
- i. Unarmed Squad Regulation
- j. Female Unarmed Squad Regulation
- k. Armed Platoon Exhibition
- l. Female Armed Platoon Exhibition
- m. Armed Squad Exhibition
- n. Female Armed Squad Exhibition
- o. Male Individual Armed Exhibition
- p. Female Individual Armed Exhibition
- q. Dual Exhibition
- r. Female Dual Exhibition
- s. Knockout Drill (Unarmed) Regulation
- t. Knockout Drill (Armed) Regulation

8. Eligibility:

a. A cadet may only compete in one category in like events. Female cadets may participate in either Male/Mix drill events or Female drill events but may not compete in both. Females cannot compete in both Male/Mix Color Guard and Female Color Guard.

JCHS-JROTC

SUBJECT: Memorandum of Instruction (MOI) Jones County High School JROTC Drill Meet – 07 March 2026

b. Units may enter only one team per regulation events. Units may enter exhibition events with no limit of teams.

9. Coordinating Instructions:

a. Recruiters, ROTC Cadets, and National Guard, provide judges. JROTC instructors from each of the schools attending may be required to judge an event if needed.

10. Uniforms:

a. In Accordance With (IAW) Standard Operating Procedures (SOP) 6th BDE JROTC Drill Meet Competitions, 22 September 2025.

b. A weather call is made the week of the meet to determine if the Class A or B uniform is worn due to temperature. JCHS JROTC notifies all instructors through email of the decision.

11. Parking: Bus and personally owned vehicles (POV) parking is available adjacent to the High School Stadium (see Annex B).

12. Miscellaneous:

a. The drill area is not to be entered by anyone except drill team members or participants during their scheduled performance times. Coaches are cautioned not to enter the drill area during performances.

b. Judges are off limits to all drill team members and cadre except for drill team commanders prior to beginning each event. Please do not speak to the judges.

c. The scoring area is off limits to all personnel. Scores may not be viewed by anyone at any time. Score sheets and a drill meet wrap-up will be given to all team coaches at the end of the awards ceremony. The package will include all team score sheets as well as the overall final ranking.

13. The point of contact for this memorandum is CPT McMillan, Michael, and can be reached at michael.mcmillan@jones.k12.ga.us or 478-986-5444.

MICHAEL J. MCMILLAN
CPT, (US Army, Retired)
Senior Army Instructor

JCHS-JROTC

SUBJECT: Memorandum of Instruction (MOI) Jones County High School JROTC Drill Meet – 07 March 2026

ANNEX A

**Participation Survey for Jones County High School/
Area 12 State Qualifier Drill Competition (07 MAR 26)**

Your School Name: _____

EVENT/CATEGORY*	Male/Mix	Female
Color Guard Regulation		
Color Guard Female		
Armed Platoon Regulation		
Armed Platoon Female		
Armed Platoon Exhibition		
Armed Platoon Female Exhibition		
Armed Squad Regulation		
Armed Squad Female		
Armed Squad Exhibition		
Armed Squad Exhibition Female		
Male Individual Armed Exhibition		
Female Individual Armed Exhibition		
Unarmed Platoon Regulation		
Unarmed Platoon Female		
Unarmed Squad Regulation		
Unarmed Squad Female		
Dual Exhibition		
Dual Exhibition Female		

(Date)

(Signature of SAI or Representative)

ANNEX B



ADMIN

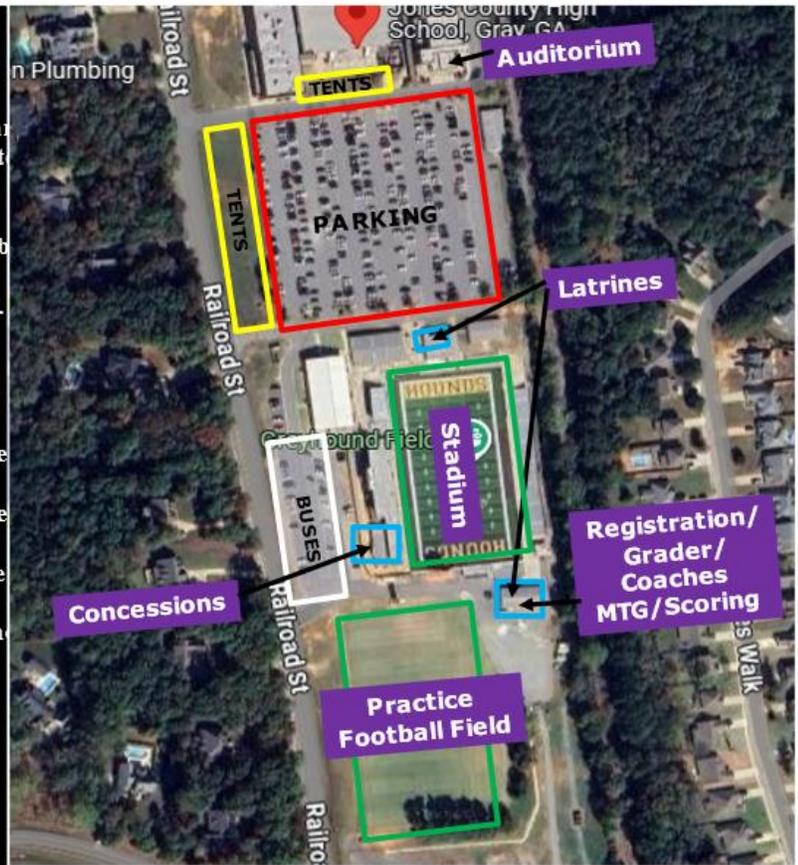


ADDRESS: 339 Railroad Street, Gray, GA 31032

- **PARKING:** Buses have a designated area to park.
- **TENT:** Pop Up tents are authorized in designated areas.
- **CONSESSIONS:** Are available for purchase.
- **LATRINES:** Hard structure latrines are available.
- **MEDICAL:** Piedmont Hospital is the nearest Hospital and it is 14.5 miles approx. 21 minutes.
- **GRADER:** Must receive event brief prior to Grading.
- **COACHES:** Event brief following the graders Brief.
- **TRASH:** Trash cans are located throughout the area of operation.
- **SIR:** All SIRs are communicated through Jones County HS SA/AL JCHS sends up SIRs to BDE.
- **KNOCKOUT:** Unarmed/Armed \$1.00 entry fee for the Stadium. Medals are awarded.
- **AWARDS:** Streamers for 1st, 2nd, and 3rd each event for each category.

Timeline:

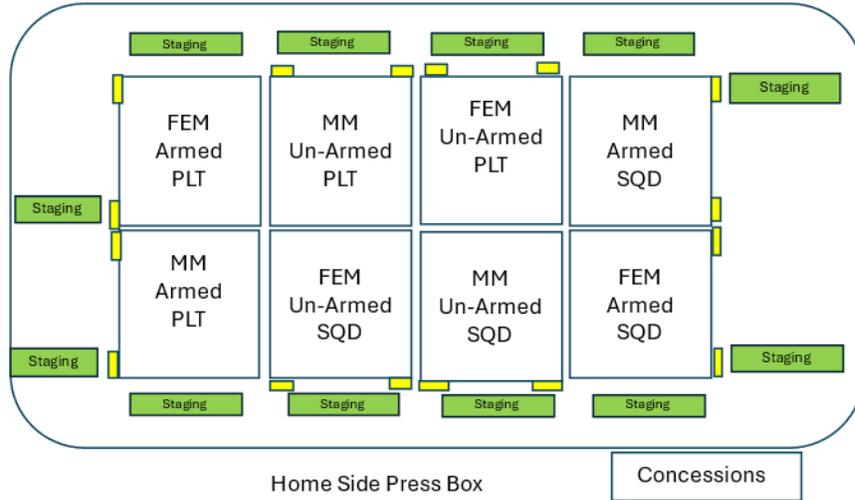
- 0800: Coaches Brief
- 0830: Grader Brief
- 0900: Meet Begins
- 1345: Knockout
- 1400: Awards



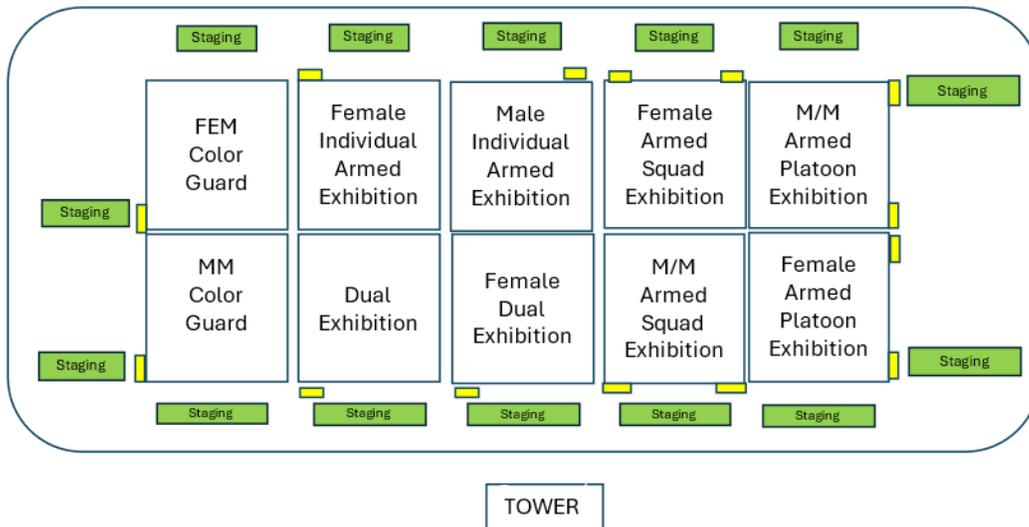
ANNEX C

STADIUM

Visitor Side



PRACTICE FOOTBALL FILED



ANNEX D

Form W-9
 (Rev. October 2018)
 Department of the Treasury
 Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
JONES COUNTY BOARD OF EDUCATION

2 Business name/disregarded entity name, if different from above
Jones County High School

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.
 Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.
 Other (see instructions) ▶ **GOVERNMENT**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) **3**
 Exemption from FATCA reporting code (if any) _____
(Applies to amounts remitted outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
125 STEWART AVENUE
 6 City, state, and ZIP code
GRAY, GA 31032

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number
 _____ - _____ - _____

or
 Employer identification number
 5 8 - 6 0 0 0 2 7 2

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign this certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *[Signature]* Date ▶ _____

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



SEVERE WEATHER AND MEDICAL CONCEPT



CONCEPT OF THE OPERATION:
 This is a three-phase operation.
Phase I, Planning and Preparation, begins with reviewing 2025 Host Drill Weather/Medical plan and ends with rehearsal. Critical to this phase is confirming the Athletic Trainer is scheduled. SAI/AI reconfirms all equipment, personnel, and procedures are in place prior to the competition. Prior to schools' checking in and at check in schools receive Severe Weather and Medical Concept. SAI/AI, and Cadet staff execute a rehearsal prior to execution of the event. SAI/AI answers RFIs prior to the start time.
Phase II, Execution, begins with making a weather call, if necessary, the day prior, and ends with the last school leaving school grounds. Critical to this phase is reacting appropriately to the situation. Graders and coaches receive a safety/event brief from SAI/AI prior to the first team executing the event. The medical and severe weather plan is disseminated at this brief.
Medical: The host school Athletic Trainer is located at the command Post. The trainer is available to assess and treat injuries as capable. The trainer can recommend or call EMT as necessary and the Host and visiting School SAI/AI are notified. If evacuated from the school grounds by EMT or visiting school transportation the closest hospital is Piedmont Hospital, in Macon, GA (14.5 miles).
Severe Weather: When a severe weather is imminent a call is made and announced by bullhorn or PA system. An Announcement is made for all people to move to the auditorium and the Greyhound Staff assist visitors with the fastest route to the auditorium. After the severe weather has passed SAI/AI make the call to continue the competition or cancel the remaining events.
SIRs: The SAI/AI send SIRs to 8 BDE as they occur.
Phase III, Recovery, begins after the last has left the host school rounds and ends when all recovery tasks are complete. Critical to this phase is confirming all SIRs have been sent to 8th BDE. Greyhound staff secure all equipment. A formal AAR is conducted the following week.



TASK ORG:
 - SAI/AI: CPT McMillan/SFC Kingston
 - Staff: Greyhound BN and Volunteers
 - Medical: Jones County HS Athletic Trainer
 - EMT: Local

SUSTAINMENT:
CLASS I
 - Food and water sold at concession stands.
 - Visiting schools provide their own food and water.
CLASS VIII
 - 1 x First Aide Bag
CLASS X
 - Hard structure latrines on site

TASK TO SUBORDINATE UNITS:
 - Athletic trainer notifies SAI/AI of injuries, any MEDEVAC/EVAC.
 - Greyhound Staff assist visitors to the auditorium encase of severe weather.

UNIFORM:
 - In Accordance With (IAW): 8th Brigade USACC State JROTC Drill Meet Competition SY25-26.

COMMO:	MEDICAL			
Staff to SAI/AI: P: Radio A: Call C: Runner E: Bullhorn	EVACUATION: P: 911 A: Visiting School	MEDIC SUPPORT: P: Host/Athletic Trainer A: EMT	EQUIPMENT: - First Aide Bag	HOSPITAL: Piedmont Hospital: 350 Hospital Drive, Macon, GA 31217. Distance: 14.5 miles Time: approx .21 minutes

Phase I: Planning and Preparation	Phase II: Execution	Phase III: Recovery
08 MAR	07 MAR	09 MAR
0830-1500: Staff Rehearsal and setup	0630: Setup Complete 0800: Coaches Brief 0830: Graders Brief 0900: Schools follow events schedule 1400: Drill Knockout 1430: Award Ceremony 1500: Recovery	0800-1500: AAR and Event Standings sent out to schools

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