

**ADMINISTRATIVE AND OPERATIONAL PROCEDURES FOR CONDUCTING
USAG BAVARIA 5K SHAMROCK RUN
16 March 2024**

1. **REFERENCES:**
 - a. AR 215-1, Non-appropriated Fund Instrumentalities and, Morale, Welfare and Recreation Activities. 24 Sep 10
 - b. DA PAM 385-5, 15 Nov 81, Fundamentals of Safety in Army Sports & Recreation.
 - c. AE 215-1, Family and Morale, Welfare and Recreation Programs in Europe. 17 Jun 2019

2. **WHAT:** USAG Bavaria F&MWR 5K Shamrock Fun Run/Walk

3. **WHEN:** 16 March 2024, 1000 hours

4. **WHERE:** a. Rodney J. Harris Sports & Fitness Center, B88

5. **ENTRIES:** Each community is authorized an unlimited number of Competitors.

6. **ENTRY FEE:** \$25 per person
(12 years old and below free, No Awards)

7. **ELIGIBILITY:**
 - a. Active Duty Service Members, DoD Civilians and Family Members, U.S. Contractors eligible to use MWR facilities, and members of NATO Forces assigned to Army Europe.

8. **REGISTRATION:**
 - a. Pre-registration Required 1 February - 13 March 2024.
 - b. Register at the Hohenfels Post Gym Fitness Center, B88
 - c. A minimum of 30 Participants is required in order for this event to take place.
 - d. Register at www.hohenfels.armymwr.com fill out the registration form and send via encrypted email to usarmy.hohenfels.imcom-fmwrc.list.sports-and-fitness@army.mil

**ADMINISTRATIVE AND OPERATIONAL PROCEDURES FOR
CONDUCTING USAG BAVARIA 5K SHAMROCK FUN RUN/WALK
16 March 2024**

9. **CHECK-IN** 16 March, 0900 - 0930 hours, at the Hohenfels Post Gym, Bldg. 88

10. **RUNNERS MEETING:** 16 March 2024, 0945 hours. A mandatory runner safety briefing will be conducted. All administrative procedures will be discussed.

11. **OPENING REMARKS:** 16 March 2024, 0950 hours

12. **START TIME:** 16 March 2024, 1000 hours

13. **AWARDS** First 50 registered receives a T-Shirt and first 100 to cross the finish line receive an event medal.

14. **EVENT COORDINATOR:** a. Fitness Coordinator,
Post Gym, DSN: 522-3633.

15. **POINT OF CONTACT:** a. Family and MWR Sports & Fitness Staff,
Post Gym Fitness Center, B88 522-2883 or CIV
09472-708-2883.