

Captain in Charge (CIC) Responsibilities

Updated 2/7/2024

Upon receipt of your League's play schedule(s) please note the day on which you are the CIC and mark it on your calendar immediately! Forgetting your turn impacts all of the players and teams and causes a mad scramble at the last minute, often delaying the start of play.

On your day as CIC, go directly to the Fitness Center and pick up the lock box key and score sheets for your day and time. Be at the bocce courts a half hour (30 min) before starting time. Stay until all games are finished. If you can't be there, be sure you have arranged for someone else on your team to cover the duties.

Open the locker box and place score sheets and any other information provided on the clip boards for each team. Take the small flag that identifies which court the CIC is on and place it on your nearest bench. ****Keep the key with you – do NOT put it in the lock box****

After the last team has finished, check courts to be sure all equipment has been returned to the lock box. Collect score sheets, and any other forms before locking the box. Return the key and the score sheets to the Fitness Center front desk.

Rain, Wind, Etc. It is your decision to continue or cancel ALL the games scheduled for your day and time, if you feel they cannot be played due to bad weather. You must notify ALL the captains in your division of this cancellation. It's the responsibility of the individual team captains to reschedule makeup games within two weeks of the missed date of play.

Below please find the official CIC duties from the SCABC Rules and Policies of Play:

Captain in Charge (CIC)

Each day and time of scheduled play a team captain from each Division is pre-assigned as Captain in Charge (CIC) on a rotating basis. The CIC should arrive at the Fitness Center desk at Anthem Center no less than 30 minutes prior to the scheduled start of play. The desk staff will give the CIC the key to the Bocce Club equipment box and the appropriate score card envelope for the day of play, and the CIC leaves his/her SCA Membership card at the desk as collateral. The card is returned when the CIC returns the key and scoresheets at completion of play for all teams.

- The CIC is responsible for unlocking the equipment box for the Home Team captains to access a bocce ball set, clipboard/pen, tape measure and a 12" measuring stick for their assigned court. The CIC is responsible for sorting the pre-printed score sheets for that day and delivering them to the correct courts for play. *(Note: the envelope may also contain score sheets for pre-played games or for games scheduled to be made up in the event both teams are absent. These sheets are left in the envelope for the League Scorekeeper.)*
- Arriving ahead of time assures that teams have adequate practice time to familiarize themselves with their assigned court prior to the scheduled start of play.
- The CIC remains at the bocce courts until all play is completed to collect all scoresheets. The CIC should verify that scoresheets are completed and are signed by both captains. CIC also verifies that the courts are cleared and all equipment is returned to the lockbox, then locks the box and returns the key and scorecards to the fitness center.