

CHAPTER 97.00

EMPLOYEE FITNESS PROGRAM

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97.00 TRAINING UNIT / PHYSICAL FITNESS PROGRAM

97.01 PURPOSE

To improve the health and fitness of Police Department Employees

97.02 INTRODUCTION

The physical fitness program is a voluntary program for all full-time sworn and non-sworn employees. Employees work out on their on or off-duty time and will receive compensatory time-off or special compensation after meeting the minimum requirements. Employees will receive either 20 hours of compensatory time or be compensated at their current pay scale at the time of the test to be distributed in a special payroll by meeting the requirements of the tests at the end of each four-month period. The maximum compensatory time or compensation that can be earned for one year in the program is 60 hours, earned at straight time for as long as the employee continues to participate in the program. The Department encourages all employees to be participants of the Physical Fitness program.

Personnel enrolled in this program may exercise during their daily twelve hour work period with the approval of the watch commander.

97.03 ENROLLMENT

To start the program the employee shall contact the Training Unit. The employee must have a medical doctor's release prior to participation in the program. The doctor should review a copy of the physical requirements of the physical fitness program. The doctor's release shall indicate that the employee is physically capable of participating in the program. The doctor's release shall indicate that the employee is physically capable of participating in the program. Participants returning from an absence in the program in excess of one year or three consecutive tests must have a note from their doctor allowing them to resume participation in the program.

Exemption:

1. Employees who join the program within the first six months of their employment date are not required to obtain a medical doctor's release.
2. Employees who wish to participate in the alternate Health Program (97.17) of this chapter shall be considered for this program if the employee is able to either quit smoking or lose a minimum of 20 pounds during a four (4) month period.

97.04 TESTING

Participants on disability, illness, injured on duty or light duty status shall not participate in the Physical Fitness program test until the participant is returned to full duty. An employee on injured on duty or light duty status due to a work related injury may contact the Training Unit Supervisor prior to a scheduled test and request a program modification. The employee, if they successfully pass the next available Physical Fitness test, will receive 40 hours of compensation for that particular test. An employee will be allowed one such modification per calendar year. The employee shall be at the maintenance level of the program to receive such a modification.

Participants will be tested every four months; specifically in the months of January, May and September. Testing each four-month period will validate the awarding of compensatory time. Participants that have stopped participating in the program and want to resume participation in the program may do so at any time.

Testing shall be conducted during off-duty hours.

97.05 TRAINING UNIT

The Training Sergeant, Training Officer or officers and sergeants assigned by the Administration Division will perform the testing.

97.06 MAKE-UP TESTS

A participant that fails a part of the test can make-up the test by taking the entire Physical Fitness test again. The re-test must be given during one of the remaining scheduled testing days. If the participant fails on the last day of the scheduled testing, the participant will not be able to re-test.

97.07 PHYSICAL FITNESS COMMITTEE

The Physical Fitness Committee is established to retain administrative control over the program. All committee members shall be active participants within the program. The committee shall be comprised of five members, selected at large with one to be at the rank of Lieutenant. The Chief of Police will select committee members. The Training Sergeant who will act in a non-voting capacity will chair the committee. The committee will be responsible for examining issues that may arise from the administration of the program. The committee shall make recommendations to the Chief of Police on issues concerning the Physical Fitness program.

97.08 VALIDATED MEDICAL PROBLEMS CLAUSE

Participants who, for validated medical reasons, cannot participate in the fitness program as designed may contact the Training Unit Sergeant for program modification consideration. Validated medical problems are those diagnosed by a physician as limiting participation in a certain activity. A participant will not be allowed more than one modification within three consecutive testing periods.

97.09 REQUIRED TESTS

The physical fitness needs of police officers fall into three areas:

- Cardio fitness.
- Strength.
- Flexibility.

The tests used in this program to evaluate fitness in these areas will be:

A Cardio Fitness

- 1.5 Mile Run
- 3.0 Mile Walk

B Strength

- Push-Ups
- Sit-Ups
- Pull-Ups

C Flexibility

- Forward Stretch



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97.10 CARDIO FITNESS TESTS

D 1.5 Mile Run

Participants will complete a 1.5-mile course established by the Training Unit. The time needed to cover the distance is recorded and compared to the standards on the chart listed below.

	<u>Under 30</u>	<u>30-34</u>	<u>35-39</u>	<u>40-44</u>
	Below	Below	Below	Below
Excellent	10:15	11:00	11:30	12:00
Good	10:16- 12:00	11:01- 12:30	11:31- 13:00	12:01- 13:30
Fair	12:01- 14:30	12:31- 15:00	13:01- 15:30	13:31- 16:00
Poor	14:31- 16:30	15:01- 17:00	15:31- 17:30	16:01- 18:00
Very Poor	16:31- Above	17:01- Above	17:31- Above	18:01- Above
Minimum Level	15:00	16:00	16:30	17:00

	<u>45-49</u>	<u>50+</u>
	Below	Below
Excellent	12:15	12:30
Good	12:16- 13:45	12:31- 14:30
Fair	13:46- 16:15	14:31- 17:00
Poor	16:16- 18:15	17:01- 19:00
Very Poor	18:15- Above	19:01- Above
Minimum Level	17:30	18:00



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E 3 Mile Walk (No Running)

In lieu of the 1.5-mile run, civilian participants may complete a 3-mile course established by the Training Unit. The time needed to cover the distance is recorded and compared to the standard on the chart.

Sworn employees who are unable to complete the 1.5 mile run due to a validated medical reason may complete the 3-mile walking course.

	<u>Under 30</u>	<u>30-39</u>	<u>40-49</u>	<u>50+</u>
	Below	Below	Below	Below
Excellent	34:00	35:00	36:30	39:00
Good	34:00-38:30	35:00-40:00	36:30-42:00	39:00-45:00
Fair	38:31-42:00	40:01-44:30	42:01-47:00	45:01-50:00
Poor	42:01-46:00	44:31-49:00	47:01-52:00	50:01-55:00
Minimum	47:00	50:00	53:00	56:00
Maint. Level	39:00	40:30	42:30	45:30

97.11 STRENGTH TESTS

F Push-Ups

The body is maintained in a prone position, supported by straight arms, the hands and toes. The participant must keep his/her back straight at all times and from the up position, lower himself/herself to a position where the arms are bent at the elbow at ninety degrees, then push to the up position again. The participant can rest in the up position. The total number of correct pushups is recorded and compared to the standards on the chart. Civilian female participants may place their knees on the ground and cross their ankles during this exercise.

	<u>Under 30</u>	<u>30-39</u>	<u>40-49</u>	<u>50+</u>
Excellent	43+	37-above	30-above	25-above
Good	28-42	23-36	20-29	17-24
Fair	20-27	17-22	15-19	12-16
Poor	5-19	3-16	2-14	2-11
Very Poor	4-below	2-below	2-below	1-below
Maintenance Level	40	35	25	18
Minimum Level	15	12	10	8



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G Pull-Ups

Participants will hold the bar with the palms away from the body. Arms are extended out straight in the beginning position with the feet off the ground. Participants must pull their body up to a position where their chin is above the bar for one repetition. The total number of correct pull-ups are recorded and compared to the standards on the chart.

	<u>Under 30</u>	<u>30-39</u>	<u>40-49</u>	<u>50+</u>
Excellent	9 and above	7 and above	6 and above	5 and above
Good	8	6	5	4
Fair	6-7	4-5	3-4	2-3
Poor	5	3	2	1
Very Poor	4 and under	2 and under	under 1	under 0
Maintenance Level	8	6	5	4
Minimum Level	5	3	2	1

In lieu of pull-ups, all male, and sworn-female participants may choose to do the “Lat-Pull.” Participants are required to pull down 70 percents of their body weight in order to achieve maintenance level.

Additionally, civilian female participants may, in lieu of pull-ups, choose to do the “Lat-Pull.” Participants are required to pull down 55 percent of their body weight in order to achieve maintenance level.

All participants in the “Lat-Pull” exercise shall weigh-in with the training unit prior to completing the exercise. If confidentiality is a concern, arrangements must be made in advance to avoid delays in the administration of the programs.

H Sit-Ups

Participants start by lying on their back, knees bent, heels flat on the floor and arms folded across their chest. A partner holds the feet down. In the up position, the participant will touch their elbows to their knees and then return to the starting position, not placing their shoulder blades on the ground, before starting the next sit-up. This is a continuous exercise, no resting. The total number of correct sit-ups are recorded and compared to the standards on the chart.

	<u>Under 30</u>	<u>30-39</u>	<u>40-49</u>	<u>50+</u>
Excellent	51 and up	45 and up	40 and up	36 and up
Good	40-45	34-44	27-39	23-35
Fair	35-39	29-33	20-26	16-22
Poor	24-34	18-28	7-19	6-15
Very Poor	23 & below	17 & below	6 & below	5 & below
Maintenance Level	45	40	35	30
Minimum Level	25	20	15	10



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97.12 FLEXIBILITY TEST

I Forward Stretch

Participants stand or sit on the ground with their legs out straight in front of them. Participants bend forward and reach towards their toes with their fingertips as far as he/she can. The distance above or below their heels is measured. The distance is recorded as plus or minus inches. Plus inches is below the heels and negative is above the heels. The distance chart listed below.

	<u>Under 30</u>	<u>30-39</u>	<u>40-49</u>	<u>50+</u>
Excellent	+10" & below	+9" & below	+8" & below	7" & below
Good	+4"/+9.5"	+3.5"/+8.5"	+1"/+7.5"	0/+6.5"
Fair	+1.5"/+3.5"	+1"/+3"	-2"/+.5"	-3"/-.5"
Poor	-4.5"/+1"	-6.5"/+.5"	-9"/0	-10"/-3.5"
Very Poor	-5"& up	-7" & up	-9.5" & up	-10.5" & up
Maintenance Level	+5"	+4"	+1"	0"
Minimum Level	-3"	-4"	-6"	-7"

97.13 MEDICAL COVERAGE

All sworn personnel, who have successfully completed at least one Physical Fitness test and are active members of the program, will be covered by Worker’s Compensation for an injury that arises from an off-duty physical exercise at the Police Department. In addition, as part of this program if the participant left the Police Department for a run or walk and were injured the employee will be covered.

Any exercise conducted away from the Police Department, including, but not limited to, weight lifting, contact sports, walking, running, bicycling, water sports, etc., will not be covered for benefits under Worker’s Compensation. The City will NOT provide blanket coverage for any injury, which could conceivably be claimed under the pretext of participation in the Physical Fitness Program.

HEART ATTACK: The California Labor Code states heart trouble is presumed to be the result from an industrial injury for law enforcement officers. The only provision is that the “heart trouble” presumption does not apply until an officer has served in his occupation for a period of five years.

97.14 HEALTH PROGRAM PROPOSAL

As an adjunct to the physical fitness program, the Police Department desires to encourage better overall health by providing an incentive for cigarette smokers and/or overweight employees to lose weight and stop smoking. Sufficient medical evidence exists to suggest that smoking and excess weight is as detrimental to a person’s cardiovascular fitness as is the lack of physical exercise.

For those employees who are interested and who are either cigarette smokers or are obviously overweight, the following two incentive programs are offered:



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J Stop Smoking Program

As an incentive to stop smoking, any sworn officer can earn 30 hours of compensatory book time by participating in a Stop Smoking Program (maximum participation is one year). Requirements are:

Must have been a cigarette smoker for a period of at least one year.

Program is voluntary and will be administered under the direction of the Training Bureau.

Must sign a contract agreement that he/she has:

- Smoked continually for more than one year.
- Will stop smoking within one year.
- Intends to stop smoking forever.
- Will submit to a progress evaluation on a bi-weekly basis for the first three months and quarterly thereafter.

Participants will receive 30 hours of compensatory time after successfully not smoking for a period of one year.

Participant may only participate in this program one time.

K Weight Program

Any employees who are 30 pounds or more overweight may participate in this program. As an incentive, 30 hours of compensatory time will be granted to those participants who meet the following requirements (maximum participation is one year):

- Must be at least 30 pounds overweight, as evidenced by below listed standard weight charts.
- Must sign a statement that he/she is agreeing to lose a minimum of 20 pounds in a period of four months. The employee shall weigh in prior to enrollment and at the end of the four month time period.

97.15 WORKER'S COMPENSATION

Consequently, any evidence of heart pathology or difficulty is covered under Worker's Compensation 24 hours a day, seven days a week for law enforcement officers.

Civilian employees are not covered under Worker's Compensation for any physical exercise whether conducted at the Police Department or not.

97.16 LIMITS OF PHYSICAL FITNESS AND HEALTH PROGRAM

L Limitations to Compensatory Time

Compensation for successful completion of physical fitness testing and the Health Program are limited to compensatory time (book time) or a one time cash payment at the employee current pay scale at the time of the test. Police Payroll will record the time through an internal accounting process. This time will not be reflected on payroll checks.

When an employee is given approval to use accumulated compensatory time, Police Payroll will first deduct the time from the Physical Fitness compensatory time.



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The Physical Fitness compensatory time can only be used for time off and may not be sold back to the City for cash or collected in cash payment at the time of separation from employment.

97.17 WEIGHT LOSS EVALUATION

- Participant must be weighed at the beginning of the program and the end of each four months thereafter for a period of one year to be eligible for the weigh loss incentive program.
- Weight loss must be accomplished at the conclusion of each four months.
- At the end of one year, any employee who losses an additional 30 or more pounds will receive an additional 40 hours compensatory time off.
- Participants can participate only one time in this program.

97.18 MAXIMUM COMP TIME EARNED

The maximum compensatory time that can be earned from the Physical Fitness and Health program is 60 hours per calendar year. This includes if the employee participates in both programs at the same time.