

**TITLE: PHYSICAL FITNESS PROGRAM**

**CODIFIED:** 93.1  
**EFFECTIVE:** 07/23/04  
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**PURPOSE**

The purpose of this directive is to establish and maintain a fitness program within the Department, recognizing the specialized nature of physical conditioning required of positions within the Department.

**DISCUSSION**

The health and well being of personnel is of prime importance to the employee, his family, colleagues, administrators, city government and citizens of the community. When this component of police work is satisfied, all other benefits from officers being physically fit can be realized and maximized.

The rationale for encouraging participation in a conditioning program consists of four basic factors. First, regular, vigorous physical activity helps reduce emotional and nervous tension. Second, a physically fit person is less susceptible to common injuries and if injured, recovers more rapidly. Third, associated health hazards such as degenerative heart disorders are less likely to occur in physically fit individuals. Finally, improved health should allow individuals to perform their assigned duties and responsibilities with greater ease and prevent excessive use of sick days.

**POLICY**

It is the policy of the Santa Fe Police Department to provide all personnel, on a voluntary basis, a physical fitness assessment program and make

available physical examinations at no cost to the employee.

**PROCEDURE**

**93.1.01** Fitness expectations shall be based on the age and gender of the employee and minimum entry level requirements.

**ADMINISTRATION**

**93.1.02** The Training and Recruiting Section shall maintain and administer the Department's fitness program.

**93.1.03** The Training and Recruiting Section shall be responsible for:

- Managing the fitness program, all assessments and screening;
- Designing exercise prescriptions for all individuals involved in the program;
- Maintaining records of all individuals involved in the program;
- Coordinate and assist personnel with the physical fitness program.

**MEDICAL EXAMINATION**

**93.1.04** Medical examinations shall be offered to all personnel at no cost to the employee. Scheduling shall be maintained by the Professional Standards Section. Civilian employees may elect to participate.

**SWORN PERSONNEL**

**93.1.05** The following medical examinations schedule shall apply:

- 29 and Below - Officers 29 years of age or below shall receive a medical exam every three (3) years.
- 30 to 39 - Officers 30 years of age until the age of 40 shall receive a medical exam every two years.

- 40 and Above - Officers 40 years of age and above shall receive a medical exam every year.

93.1.06 Medical screening shall include, but is not limited to:

- A complete blood chemistry profile including, but not limited to testing for lipids, electrolytes and blood cell profile;
- A heart rate respiratory rate/blood pressure test;
- A stress EKG is to be given to employees over 40 years of age, with the recommendation of a physician.

**ASSESSMENT**

93.1.07 All personnel of the Department shall be encouraged to obtain and maintain a percentile rating of 40% or higher as assessed in areas according to standards set by the Institute for Aerobic Research.

**SWORN PERSONNEL**

93.1.08 The physical fitness assessment will include:

- A resting blood pressure test;
- A resting heart rate test;
- A bench step test;
- A cardio/respiratory endurance (1.5 mile run or alternative as needed);
- Bench press;
- Leg press;
- Flexibility - Sit and reach;
- Percentage of body fat by skin fold measurement;
- Sit-ups;
- Push-ups;
- Body weight and height.

93.1.09 The Department's Personnel/Budget Section shall coordinate efforts with the City Personnel Department to match entry-level physical requirements and medical screening in accordance with the provisions of this directive.

**IMPLEMENTATION**

**FITNESS HISTORY**

93.1.10 A fitness history questionnaire will be required of all personnel participating in the voluntary fitness program. The questionnaire shall include information relating to an individuals personal and family history.

93.1.11 This information will be used to determine if certain cardiovascular risk factors are present and to help tailor the exercise prescription to the individual.

93.1.12 The Training and Recruiting Section shall maintain this information as confidential information in a secure area. This information shall be released outside the Training and Recruiting Section only with the express permission of the Chief.

**RECORDS**

93.1.13 The Training and Recruiting Section shall establish and maintain a fitness file system for each participating employee.

**SCHEDULING**

93.1.14 Medical examination and assessment scheduling shall be the responsibility of the Training and Recruiting Section.

DRAFTED(adp)/10-00

APPROVED:   
 BEVERLY K. LENNEN  
 Chief of Police

DATE: 07-23-04