



## CRYSTAL POLICE DEPARTMENT

TITLE: PHYSICAL FITNESS PROGRAM

NUMBER: 2.25

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APPROVED:

A handwritten signature in cursive script, reading "John J. Daniel".

**PURPOSE**

This policy is designed to give guidance to police department employees who elect to participate in the physical fitness program.

**SCOPE**

This policy applies to all police officers, community service officers, and non-sworn employees of this department who choose to participate in the physical fitness program and applies *only* to the use of the fitness room at Crystal City Hall.

**INTENT**

The fitness program provides an opportunity for employees engaged in stressful and somewhat sedentary jobs an opportunity to: 1) Improve job performance, 2) Reduce health risks, 3) Reduce job-related injuries, and 4) Reduce absenteeism.

**POLICY**

- A. This program is a *voluntary fitness program* that will consist of the employee providing the employer with a Doctor's note from their own physician approving the employee's use of the city fitness facility.
- B. Employees who participate in this fitness program are *required to sign a waiver* indemnifying the city from liability regarding any injuries resulting from the participation in the program. All participants must attend a mandatory orientation.
- C. Employees must receive supervisory or O.I.C. approval before working out and it will be during non peak hours. Additionally, patrol personnel will check out on their MDC while participating in the program.

Non-Peak hours are defined as:

0730 hours to 1030 hours & 0230 hours to 0530 hours

However, supervisors and O.I.C.'s may authorize workouts outside the parameters of the above listed hours after considering staff levels and work load.

- D. Employees will utilize this program during their break time. A maximum of sixty-minutes may be used to workout and shower.
- E. During normal working hours one employee from each unit of the department may utilize the fitness room at any given time (i.e. patrol, investigations, records, administration).
- F. Employees who are responsible for calls for service response will be required to monitor their police radio. If the supervisor deems it necessary for the employee to end their work-out due to a call for service than that employee shall terminate their work-out immediately.
- G. Employees will not be able to participate in this program any day that they are not working a full shift which is determined by their current shift and assignment.
- H. Employees participating in this program will have no more than 4 on duty work outs in each 14 day pay period. This is not an assurance that they will get to use all 4 fitness periods. This will be determined by the on duty supervisor (taking staffing and current call loads into consideration).
- I. Authorized activities will include walking, jogging, running, and weight training (machines and free weights).
- J. Employees are also encouraged to work out on their own time as needed to maintain or improve their fitness level.
- K. Employees who do not participate in this program will still be held to physical standards required of their respective position in accordance with their City of Crystal position profile.
- L. Employee participation in the physical fitness program may be suspended or revoked for unsatisfactory job performance or a violation of exercise room rules of conduct.
- M. Should an injury occur while utilizing the fitness room, the injured employee must immediately report it to a department supervisor.
- N. Participation in the physical fitness program or use of the fitness room is not a condition of employment and this policy can be reviewed, amended, or eliminated at any time.

**WARNING, LIABILITY RELEASE, AND ACKNOWLEDGMENT AND  
ASSUMPTION OF RISKS**

I understand that participation in the Crystal Police Department voluntary physical fitness program involves risk of injury. This risk includes abnormal blood pressure, fainting, disorder of the heart beat, bone and joint injury, muscle injury, heart attack, and even death. I further understand that before participating in this physical fitness program, I must consult a physician for advice and submit a signed permission slip to participate.

Apart from the risk of injury inherent in any exercise program, I know that I could be injured by the carelessness or negligence of the conduct of others in the program, or by the equipment used in the program, or by the facilities used in the program.

I understand that participation in a physical fitness program or use of the City of Crystal exercise room is voluntary and is not a condition of employment. I understand that I am responsible for inspecting the exercise equipment before each use. I agree that I will not use the equipment if there is any indication of required maintenance or unsafe conditions. I further agree to report any and all equipment maintenance items or unsafe conditions immediately to a police department supervisor and the Physical Fitness Program Coordinator.

By signing this form, I acknowledge all of these risks of injury and death and affirm that I am willing to assume responsibility should injury or death result from them. I also agree to follow all rules and procedures of the program and to follow the reasonable instructions of the Physical Fitness Program Coordinator.

Furthermore, in return for the opportunity to participate in the physical fitness program, I agree for myself, and for my heirs, assign, executors, and administrators, to waive any legal rights I may have to seek payment of any kind from the City of Crystal, or its employees for bodily injury or death resulting from my voluntary participation in this program, and to release those parties from any liability for damages resulting from my injuries or death. This waiver and release applies to injuries from all causes and includes all payments or legal remedies.

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Date

## Rules and Regulations

1. Patrol personnel must bring and monitor their radio every time they workout. Officers may be unable to transmit from the fitness room. Therefore, officers may have to step into the hallway to contact dispatch.
2. 30 minute time limit for treadmills  
However, if no one is waiting, you may stay on longer but, please be courteous to those arriving and anxious to do their program.
3. A proper warm-up is essential to avoid muscle injury.
4. Keep in mind, you are exercising at your own risk. Please be sure to review the waiver that you signed. It is also a waiver releasing the City of Crystal of responsibility for injuries you may incur while exercising in the fitness room.
5. Proper Attire: No sandals, open-toe shoes or bare feet. Shirts and Athletic shoes must be worn.
6. You are expected to **clean up after yourself**. This includes the following:
  - putting all weights, plates and bars away
  - wiping off equipment after each use
7. Please use only one piece of equipment at a time and be courteous.
8. Please don't CLANK! or throw dumbbells on the floor.
9. A proper cool-down and stretch is important after working out. This is for your safety and good health.
10. Immediately report any equipment problems to your supervisor.
11. Use of the fitness equipment is at the sole risk of the person using it.
12. Authorized medical clearance from your physician is required.

***Enjoy and stay fit - but please be careful!***