

# Kent Fire Department Policy & Guidelines

<b>TRAINING # 504</b>	<i>Effective Date:</i> <b>09/20/07</b>	<i>Last Revision:</i>	<b>CFAI Ref:</b>
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Approval: \_\_\_\_\_, Fire Chief

## PHYSICAL FITNESS PROGRAM

### Policy References:

**Affected Members:** All Personnel

### Policy Statement:

It is the policy of Kent Fire & Life Safety to provide a physical fitness program where our members can improve and maintain a well-rounded level of fitness relevant to the demands of firefighting. Time to work out on duty will be provided to help achieve this. The fitness equipment will be provided through mutual cooperation of the City and Union. Program participation shall be voluntary in nature.

The limited size of some of the fire station exercise rooms may require that the number of persons using the facility at any one time be regulated. To encourage frequent usage and a safe environment, the on-duty crew assigned to that station has usage priority. Off duty personnel are encouraged to use the facility for conditioning, space permitting. The facility and equipment are limited to fire department personnel only. Paramedics contribute to and use equipment in joint fire/paramedic stations. The Training Center exercise room shall be guided by Policy #TC207.

The purpose of the exercise rooms are to provide a quality exercise area to reduce stress and enhance an overall level of fitness. Therefore, it is the responsibility of each individual using the room to use good judgement with respect to the amount of weight lifted and in applying consideration for other users of the facilities. Intentional misuse/abuse of the facilities or equipment will result in disciplinary actions.

### Philosophy:

The Kent Fire & Life Safety Physical Fitness Program has been and will continue to be a reality because of the joint efforts of Fire Administration and Local 1747. This is a voluntary program where individuals are provided opportunity to make healthy choices about their overall level of fitness. Hopefully their choices will contribute to an improved quality of life both during and after their fire department career. Fire Administration is committed to providing a platform where our members can improve and maintain a well-rounded level of fitness (muscular strength/endurance, cardiovascular, flexibility, nutrition) relevant to the demands of

## PHYSICAL FITNESS PROGRAM

firefighting. Our focus is fundamental fitness training. The facilities, equipment and time to exercise will be provided to help achieve this. Members are also welcome to use the facilities for conditioning on their own time.

**Action by:**

**Action:**

Fire Chief

1. Sets policy in conjunction with the Fitness Committee to maintain a quality and professional exercise environment.
2. Reviews and approves budgetary recommendations set forth by the Fitness Committee in accordance with the committee priority list of purchases/repairs within funds available.
3. Assesses condition of exercise facilities on periodic basis.

Captain

1. Provides meaningful opportunity during a shift for crews to utilize exercise facilities. It is the responsibility of every officer to organize their schedule and workload to support and encourage the program of physical fitness.
2. Ensures crew has reviewed guidelines and/or been instructed in proper use of equipment by a qualified person identified by the Committee.
3. Causes exercise facility and equipment to be used in a safe and professional manner.
4. Inspects equipment for cleanliness and proper repair.
5. Forwards requests for maintenance through normal channels.

All Members

1. Utilizes facility in a safe and professional manner.
2. Warms up properly before workout.
3. Keeps noise and music to a minimum with respect to adjacent dorm or classroom area.
4. Avoids dropping weights. Place on mats while in use and in racks when complete.
5. Maintains facility and forwards maintenance requests to Station Officer.

Physical Fitness  
Committee

1. Meets at least three (3) times per year. Scheduling shall be organized by the Committee Chair, as well as the maintenance and distribution of meeting minutes. A quorum of at least two (2) Union representatives and two (2) Fire Administration representations shall be necessary.
2. Briefs Union President and Fire Chief on any major program change.
3. Shall have three (3) members appointed by the Union. The Fire Chief identifies three (3) individuals to represent Fire Administration.
4. Establishes a working Subcommittee.
5. Chooses a Committee Chair from Union members.
6. Maintains a current list of people on the Committee and Subcommittee.
7. Requests from the Fire Chief a liaison from Fire Administration to maintain program direction, assist and develop recommendations for purchases and actions by the Committee.
8. Provides attachment to this procedure outlining nominations, elections and terms of Union Committee positions. To be on file with the Union.

## PHYSICAL FITNESS PROGRAM

Working  
Subcommittee

1. Comprised of additional Union members as identified by the Committee Union representative.
2. Deals with day to day operations of the program, identify and prioritize purchases and maintenance of equipment, implement program instruction and evaluation and recommend enhancements.
3. Ensures equipment has appropriate inventory tag and Fire Administration is informed as to value of asset, type of equipment and inventory number.