



INSPECTOR GENERAL
DEPARTMENT OF DEFENSE
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DEC 20 2004

MEMORANDUM FOR CIVILIAN AND MILITARY PERSONNEL EMPLOYED BY
AND ASSIGNED TO THE OFFICE OF THE INSPECTOR GENERAL OF THE
DEPARTMENT OF DEFENSE

SUBJECT: Office of Inspector General Policy on Health and Fitness (Rev. 1)

- References:
- (a) IG Policy 2003-15 of June 30, 2003
 - (b) Inspector General Act of 1978, as amended
 - (c) Public Law 79-658
 - (d) Inspector General Policy Memorandum of February 10, 2003, "Inspector General Act Implementation and Office of Inspector General Policy Guidance"
 - (e) Inspector General Policy Memorandum of January 21, 2003, "Office of Inspector General Leadership Standards"

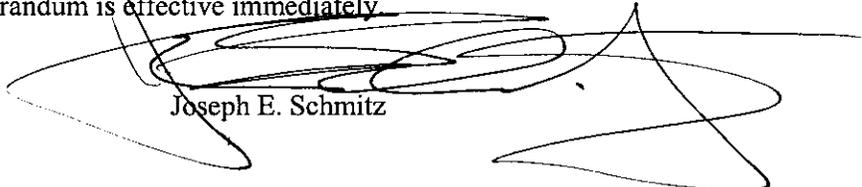
Purpose: To update and re-promulgate the DoD Office of Inspector General policy on health and fitness. Reference (a) is hereby cancelled.

Statutory Duty and Regulatory Responsibilities: As early as 1946, the Congress has recognized the importance of maintaining a healthy and fit Federal workforce by passage of a law that authorizes government agencies to establish, within the limits of available appropriations, "a health service program to promote and maintain the physical and mental fitness of employees" (Reference (b)). The Commander-in-Chief has recently endorsed a formal initiative, "Healthier Feds," which is "based on the premise that increasing personal fitness and becoming healthier is critical to achieving a better and longer life" (*see link below*).

Policy Guidance: It is the policy of this Office of Inspector General to encourage all employees to establish and maintain a healthy and fit lifestyle by participating in a regular program of physical activity and to compliment such activity with better diet. The following three pillars are intended to assist in implementing this policy throughout the Office of Inspector General:

- Supervisors are encouraged to accommodate, where operational demands and workloads permit, requests for flexible work schedules, credit hours, and annual leave in order to enable employee participation in physical fitness and health education awareness activities;
- Officers and employees are encouraged to participate in the OIG Joint Physical Fitness Test and Award Program (a.k.a., "The IG challenge," *see Tab A*), endorsed by Olympic champion Dan Gable (*see Tab B*) and designed to motivate and measure improvements in physical fitness, support health promotion, avoid unnecessary duplication, and promote mission-oriented discipline, character development, and teamwork among the military, agent, and civilian officers and employees assigned to the OIG. As approved by the Executive Director of the President's Council on Physical Fitness and Sports, participants who meet the established criteria for Bronze, Silver, and Gold awards will be awarded Presidential Champion medals and certificates (*see http://www.presidentschallenge.org/earn_awards/index.aspx*);
- Officers and employees are encouraged to use all resources, including OPM's *HealthierFeds* initiative (www.opm.gov/healthierfeds), the President's *HealthierUS* initiative (www.healthierus.gov), and the President's Council on Physical Fitness and Sports (www.fitness.gov), in order to inspire each OIG member to be physically active every day, to eat a nutritious diet, and to make healthy choices.

Effective Date: This Policy Memorandum is effective immediately


Joseph E. Schmitz

Attachments: As stated

TAB A



Joint Physical Fitness Test and Award Program a.k.a., "The IG Challenge"

- A. Purpose.** To establish a Joint Physical Fitness Test (PFT) and Award Program that motivates and measures improvements in physical fitness, supports health promotion, avoids unnecessary duplication in the administration of required physical fitness testing, and promotes discipline for military, agent, and civilian personnel assigned to the Office of Inspector General (OIG) of the Department of Defense.

A consistent exercise program significantly reduces health risks in personnel. Participants in fitness programs typically report improved energy levels, job attitude, work performance, and morale. These are all critical factors in enhancing productivity. In addition to participation in the Joint PFT, personnel are also highly encouraged to integrate physical fitness activities into broader health-promotion efforts as highlighted in the attached references a, b, and c.

- B. Applicability.** This program applies to all OIG Components. Participation by OIG military, agent personnel, and civilians in the Joint PFT is strictly voluntary does not replace existing military Service and agent testing requirements. All OIG military and agent personnel can complete their individual military Service or agent organization test requirements at the same time during the Joint PFT. Civilian, non-agent, OIG personnel may participate in the Joint PFT but such participation must be on "their own time" (e.g., while on leave, etc.).

C. Policy.

The OIG supervisors may allow military personnel time during the normal workday to participate in physical fitness programs as authorized in reference b. Exercise periods will not exceed 90 minutes each day. Military personnel are authorized 90 minutes each day, at a minimum of three, and up to five times weekly for physical fitness training. The exercise periods may be taken anytime during the day. The exercise periods shall be scheduled with approval of the supervisor to accommodate workload.

D. Responsibilities.

1. The **OIG DoD Senior Military Officer** shall appoint an overall coordinator to implement the Joint PFT.

2. The **Joint PFT Coordinator** may request volunteers from the OIG components to assist in administering the Joint PFT.
3. **Supervisors** shall approve scheduled times for physical fitness training done by personnel during duty hours.
4. **Personnel** shall get approval from their supervisors for physical fitness training done during duty hours.

E. Program Design.

1. The Joint PFT is a uniform test of aerobic and anaerobic endurance and upper- and middle-body strength.
2. Three categories of events comprise the Joint PFT:

Endurance (choose one)	Middle-Body Strength (choose one)	Upper-Body Strength (choose one)
<ul style="list-style-type: none"> • 1.5-mile Run • 2-mile run • 3-mile run • 500-yd swim 	<ul style="list-style-type: none"> • Sit-ups • Curl-ups • Crunches 	<ul style="list-style-type: none"> • Pushups • Pull-ups (Males) / Flexed-Arm Hang (Females)

3. Descriptions for correctly doing all events for the Joint PFT are described in references d - f.
4. The Joint PFT will be given semi-annually during May and September. The Joint PFT will be administered over a 2-hour period during normal working duty hours. Military personnel may take their Service-specific physical fitness test as part of, and at the same time as, the Joint PFT.

F. Awards. The Joint PFT has three levels of achievement (**Gold**, **Silver**, and **Bronze**) based on and adapted from existing Service standards. The **Gold** standard denotes “elite” status, **Silver** “above standards,” and **Bronze**, “meets standards”. In order to qualify for one of the three levels of overall achievement, personnel must meet that standard for one event from each of the three categories. See Appendix B. for a list of standards for each of the events. Personnel will be recognized for their achievement in the Joint PFT annually during October.

APPENDIX A
REFERENCES

- a. Executive Order 13265, President's Council on Physical Fitness and Sports, June 6, 2002 available at http://fitness.gov/Executive_Order_13265.pdf
- b. DoD Instruction 1308.3, "DoD Physical Fitness and Body Fat Programs Procedures," November 5, 2002 available at http://www.dtic.mil/whs/directives/corres/pdf/i13083_110502/i13083p.pdf
- c. DoD Directive 1010.10, "Health Promotion," March 11, 1986 available at http://www.dtic.mil/whs/directives/corres/pdf/d101010wch2_031186/d101010p.pdf
- d. U.S. Marine Corps Physical Fitness Test and Body Composition Manual, May 10, 2002 available at [http://www.usmc.mil/directiv.nsf/bc9ae2674a92558d852569140064e9d8/c24965ff4beafa6185256bcd004aeac1/\\$FILE/MCO%20P6100.12.pdf](http://www.usmc.mil/directiv.nsf/bc9ae2674a92558d852569140064e9d8/c24965ff4beafa6185256bcd004aeac1/$FILE/MCO%20P6100.12.pdf)
- e. OPNAVINST 6110.1G, "U.S. Navy Physical Readiness Program," October 10, 2002 available at http://mwr.navy.mil/prims/OPNAV_61G.pdf
- f. AR 350-15, "Army Physical Fitness Program," November 1989 available at <http://www.adtdl.army.mil/cgi-bin/atdl.dll/fm/21-20/ch14.htm>

APPENDIX B
JOINT PFT FITNESS STANDARDS: ENDURANCE EVENTS (Choose One)

¹3-Mile Run

Gender Standard	Male	Female
Gold	≤ 22:10	≤ 25:10
Silver	≤ 26:20	≤ 29:20
Bronze	≤ 30:30	≤ 33:30

²2-Mile Run

Gender Standard	Male	Female
Gold	≤ 13:54	≤ 16:36
Silver	≤ 15:42	≤ 18:38
Bronze	≤ 17:30	≤ 20:36

³1.5-Mile Run

Gender Standard	Male	Female
Gold	≤ 10:00	≤ 12:00
Silver	≤ 11:15	≤ 13:30
Bronze	≤ 13:45	≤ 15:30

⁴500 Yard Swim (or 450 Meters)

Gender Standard	Male	Female
Gold	≤ 07:45	≤ 09:15
Silver	≤ 09:00	≤ 10:30
Bronze	≤ 11:45	≤ 13:45

¹3-Mile Run standards adapted from USMC PFT, (MCPFTBCP, Appendix G); Gold: 75th percentile (Male = 7:23 pace, Female = 8:23 pace); Silver: 50th percentile (Male = 8:46 pace, Female = 9:46 pace); Bronze: 25th percentile (Male = 10:10 pace, Female = 11:10 pace).

²2-Mile Run standards adapted from the U.S. Army FM 21-20, Army Physical Fitness Test, Figure 14-1, Males/Females Ages 22-26

Gold: 90th percentile (Male = 6:57 pace, Female = 8:18 pace); Silver: 70th percentile (Male = 7:51 pace, Female = 9:19 pace); Bronze: 50th percentile (Male = 8:45 pace, Female = 10:18 pace).

³1.5-Mile Run standards adapted from U.S. Navy OPNAVINST 6110.1G, Enclosure (7), page 15; Male/Female Ages 30-34

Gold: 90th percentile (Outstanding Low), (Male = 6:40 pace, Female = 8:00 pace); Silver: 75th percentile (Excellent Low), (Male = 7:30 pace, Female = 9:00 pace); Bronze: 60th percentile (Good Low) (Male = 9:10 pace, Female = 10:20 pace);.

⁴Swim Standards adapted from U.S. Navy OPNAVINST 6110.1G, Enclosure (7), page 15, Male/Female Ages 30-34. Gold: 90th percentile (Outstanding Low), Silver: 75th percentile (Excellent Low), Bronze: 60th percentile (Good Low). For the 450 Meter Swim equivalent times subtract 10 seconds from the times posted above.

APPENDIX B (Cont.)

JOINT PFT FITNESS STANDARDS: UPPER-BODY STRENGTH EVENTS

(Choose One)

⁵ Push-Ups (max. in 2 minutes)		
Gender Standard	Male	Female
Gold	64	35
Silver	41	17
Bronze	31	11

Or

⁶ Pull-ups (Chin-ups)/Flexed-Arm Hang (max. in 2 minutes)		
Gender Standard	Male	Female
Gold	15	:58
Silver	10	:45
Bronze	5	:25

⁵ Pushup standards adapted from U.S. Navy OPNAVINST 6110.1G, Enclosure (7), page 15, Male/Female Ages 30-34; Gold: 75th percentile (Excellent Low), Silver: 60th percentile (Good Low), Bronze: 45th percentile (Satisfactory Medium).

⁶ Pull-Up (Chin-Up) and Flexed-Arm Hang standards adapted from the U.S. Marine Corps PFT, (MCPFTBCP, Appendix G); Gold: 75th percentile, Silver: 50th percentile, Bronze: 25th percentile.

APPENDIX B (Cont.)

JOINT PFT FITNESS STANDARDS: MIDDLE-BODY STRENGTH EVENTS

(Choose One)

⁷ Sit-Ups (Army) (max. in 2 minutes)		
Standard \ Gender	Male	Female
Gold	72	52
Silver	61	41
Bronze	43	23

Or

⁸ Curl-Ups (Navy) (max. in 2 minutes)		
Standard \ Gender	Male	Female
Gold	92	92
Silver	81	81
Bronze	51	51

Or

⁹ Crunches (Marine Corps) (max. in 2 minutes)		
Standard \ Gender	Male	Female
Gold	90	90
Silver	75	75
Bronze	50	50

⁷ Sit-Up standards adapted from the U.S. Army FM 21-20, Army Physical Fitness Test, Figure 14-1, Males/Females Ages 22-26. Gold: 90th percentile, Silver: 75th percentile, Bronze: 50th percentile.

⁸ Curl-Up standards adapted from U.S. Navy OPNAVINST 6110.1G, Enclosure (7), page 15, Male/Female Ages 30-34; Gold: 90th percentile (Outstanding Low), Silver: 75th percentile (Excellent Low), Bronze: 60th percentile (Good Low)

⁹ Crunches standards adapted from the USMC PFT, (MCPFTBCP, Appendix G); Gold: 90th percentile, Silver: 75th percentile, Bronze: 50th percentile.

TAB B

**MESSAGE FROM DAN GABLE
TO THE DEPARTMENT OF DEFENSE OF THE
UNITED STATES OF AMERICA**



Capturing the highest levels of physical and mental fitness involves taking on competition. The final result helps develop the participants into great leaders. Add educated nutritional choices and a sound structured daily plan and optimal health can be the result. Maintaining strong levels of fitness also relates highly with increased brain function, good decision making ability and increased productivity, not to mention a stronger sense of self worth and self-confidence. This is exactly what is needed when working, learning, and training within the Department of Defense.

My entire life has centered on training myself and other athletes for championship performance in state, national, and international wrestling competitions. Getting to the top of the podium has always been my goal, but never without hours and hours of intense preparation and a comprehensive game plan to help be successful.

The purpose of my message is to make sure you do everything possible so that the United States has continued success within the world arena. We all need to prepare now so that America remains "at the top of the podium" throughout the 21st Century and beyond.

Currently, this country has seen a dramatic drop in fitness levels across all age groups. This has resulted in rising health care costs and associated health related problems such as obesity, diabetes, and cardiovascular disease. The potential negative affects on our society are staggering as well as costly. This is why I want all of you to set the standard Of excellence for the rest of America and the world. Regular daily exercise of the mind and body make you feel rejuvenated, both physically and mentally, and inspire you to higher levels of awareness and accomplishment. The following is a quote that I believe strongly in from a former mentor and Olympic Champion, Bob Richards:

"I am convinced that if anyone is going to become great in life, they have to welcome competition, to welcome someone a pioneer who will set the Standard high. I don't think people compete enough; they give up too easily, they level off, they let their personal standards dominate them and they never press on. You've got to compete! It is tragic in this day, when there is so much evil in the world, that so many of us refuse competition. It is time to re-evaluate ourselves and go to the height that we should reach."

-Bob Richards
" The Making of a Champion"

The challenge from the Commander-in-Chief is right on and one that we should all embrace. This challenge involves raising the bar even higher with the joint physical fitness initiative. Many of the most prominent leaders in this country incorporate principles of physical and mental well being into their daily routines. I believe very strongly in this philosophy and feel that the level of excellence this country has attained will remain only if we continue to set the highest of standards for ourselves.

Please join me in challenging yourself to be more disciplined in your approach to being -or-becoming completely fit. Be the "high bar" and achieve the highest goals by setting the standard so that America can continue to lead the way.

In the spirit of great health,

**Dan Gable
Olympic Gold Medalist
Three-Time Olympic Coach
Member, President's Council for Physical Fitness and Sport**

