


## SHELBYVILLE FIRE & RESCUE STANDARD OPERATING PROCEDURES

	<b>SECTION: General</b> <b>SUBJECT: Physical Fitness</b>	S.O.P: 103.20
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	<b>Approved By:</b>	<b>Effective Date:</b> December 1, 2012
		<b>Revision Date:</b>

### ***Scope:***

All members of the City of Shelbyville Fire & Rescue

### ***Purpose:***

To enhance the general physical fitness and overall well being of personnel and to promote a safer and healthier working environment.

### ***Definitions:***

**PT:** Physical Training, i.e. exercise that will increase the heart rate to approx. 120 beats per minute. It may include fast walking, use of treadmill or other cardio machines, jogging, weight lifting, or aerobic exercise.

**Duty Crew:** Volunteer staff assigned to “duty crew” as described in the duty crew policy.

**PT Detail:** Time frame that allows for travel time to and from exercise facility and 45 minutes of actual PT.

**FAC:** Shelby County Park Family Activity Center

**Chief's Office:** The Fire Chief and Asst. Chief


### ***General:***

This shall be a mandatory policy and will begin on August 1<sup>st</sup> 2008. The FAC will be available to be utilized on a limited and a controlled basis. When entering the building, the crew will check in at the desk. When asked, Duty Crew members will signify that they are Duty Crew staff. Exercise options will not be limited to the FAC. The station equipment will still be used as well as walking areas currently used. All staff shall PT 45 minutes per shift.

### ***I. Workout times***

1. PT times shall be 1115 with an alternate time of 1515 daily to ensure PT occurrence.
2. The Shift supervisor will coordinate with the Chief's office to specify the PT time for the day. In the absence of the Chief or Asst. Chief, the supervisor shall coordinate with the other stations only. This will ensure adequate coverage is available for a timely response.
3. At the beginning of the shift, the supervisor will confirm workout times with the other stations. This will allow for work to be properly assigned.

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### ***II. Workout Locations and Staffing***

1. No on duty staff or duty crew staff may go to the FAC alone except for members of the Chief's office. A minimum of two members must go to attend the FAC. It is acceptable to leave one member at the station. That member must work out at the station.
2. When Station 1 is on PT at the FAC, the Chief's office will be available for medical responses or a volunteer staff must be on stand by at the Station. If this is not possible, then Station 2 or Station 3 will lap in to Station 1 for coverage. This will not be necessary if the shift is on PT at their Station.
3. A Volunteer must be on approved Duty Crew Shift to be cleared for PT at the FAC.

### ***III. Facility usage and parking***

1. Personnel may use equipment supplied at the stations or immediate area around the station for PT. The FAC may be utilized except for the swimming pool. This would cause a potential delay in a timely response to an emergency. Personnel may use other facilities that have equipment as long as it is in that Station's primary response area and permission is obtained.
2. When parking apparatus at the FAC or other facilities, care should be taken as to park the apparatus in a manner that is not disruptive to the operation of the facility, but can still be deployed in a timely manner in the event of a call to service.

### ***IV. Frequency and communication***

1. Each member shall not attend the FAC for PT more than once per shift. Any other PT shall be performed elsewhere.
2. Chief Officer Staff shall not attend the FAC for PT more than 3 times per week. Any other PT shall be performed elsewhere.
3. Duty Crew staff shall meet the requirements of their assigned station.
4. When a Station is "out on PT", they shall notify via radio the other stations and/or Chief Officer Staff. This clarifies a state of readiness with the other stations.
5. When a Station has completed PT, they shall notify above parties via radio.