

# 115. ON DUTY PARTICIPATION IN HEALTH FITNESS PROGRAM



## RICHFIELD POLICE DEPARTMENT POLICY

Effective Date: 11/23/90  
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Authority: Chief Jay Henthorne

*NOTE: This policy is for internal use only and does not enlarge an employee's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this policy, if proven, can only form the basis of a complaint by this Department, and then only in a non-judicial administrative setting.*

### I. PURPOSE

This Policy describes the Health Fitness Program and establishes procedures for patrol and non-patrol sworn personnel who want to work out while on duty.

### II. POLICY

Good physical condition improves employees' on-the-job performance and their ability to manage job-related stress. Recognizing this, the Department permits personnel to workout while on duty according to the guidelines outlined below. Officers are encouraged to participate in the Health Fitness Program.

### III. PROCEDURE

#### **HEALTH FITNESS PROGRAM**

Workouts should normally take place at the Police Department workout facility, except for running exercises which should take place within a few blocks of the Police Department Building. Off-site workouts must be approved by the Section Lieutenant

There are three ways to schedule workout times:

- 1) **Off duty.** Employees may use the Police Department workout facility anytime off duty.
- 2) **Extended shift.** Employees may, with the approval of their supervisor, interrupt their shift for an hour to workout. This is not considered duty time, thus the shift will be extended one hour.
- 3) **On duty, using break times.** Employees may use up to an hour of their break times in lieu of using them for lunch and/or breaks.

The one hour time period starts when the officer leaves his/her work area or calls out of service and ends when the officer has returned to his/her work area or is ready for calls. Workout time is not guaranteed but only permitted when activity level is such that the needs of the community and the Department would be adequately met.

#### **PATROL OFFICERS ASSIGNED TO PATROL TEAMS**

- 1) Patrol officers may interrupt their shift for up to one hour if shift staffing and activity levels permit. All reports and assignments received should be completed prior to working out. An officer wishing to workout **shall** obtain permission from the duty supervisor prior to leaving the shift to workout.
- 2) Generally, the duty supervisor may permit an officer to workout when there would be a duty supervisor and three officers available to handle calls during the officer's absence. At the discretion of the supervisor, an officer may be permitted to workout at other times when staffing would be below three officers.
- 3) Officers should take a portable radio with them while working out and should also notify the Communications Center. Officers should not leave the Police Department during their workout time period without the approval of their supervisor.

4) Officers **shall not** work out during the last 2 hours of their shift.


**DETECTIVES AND OFFICERS ON SPECIAL ASSIGNMENTS**

- 1) Detective and officers assigned to investigations **shall not** workout when there is not at least one other detective or officers assigned to investigations available in the City for an immediate response. Non-Patrol personnel are not required to call out for the workout period over the radio. Detectives and officers should not leave a two block radius surrounding the station without supervisor approval.
- 2) Detectives and officers should take a portable radio or their cell phone with them while working out and should also notify the Communications Center that they will be in the workout facility.

**DUTY SUPERVISORS**

Duty supervisors may only interrupt their shift to work out when there is another duty supervisor (sergeant) who will assume the shift supervisor responsibilities.

By Order Of:

  
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Chief of Police

