

**5 October 1997**



**Medical Command**

**AIR FORCE RESERVE FITNESS PROGRAM**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFPD 40-5, *Fitness and Weight Management*, and outlines the Air Force Reserve Command Fitness Program (AFRCFP) as required by DOD Directive 1308.01, *Physical Fitness and Body Fat Program*, and DOD Instruction 1308.3, *Physical Fitness and Body Fat Program Procedures*. It applies only to unit assigned Air Force Reservists. Individual Mobilization Augmentees are assessed through their active duty unit of attachment under the guidelines of AFI 40-501, *The Air Force Fitness Program*. The purpose of the Air Force Reserve Command Fitness Program (AFRCFP) is to annually assess the fitness level of AFRC unit members to ensure they are physically prepared to support all military operations, exercises, or other contingencies. All members of the AFRC must be physically fit. Each AFRC member should have a year round conditioning program emphasizing cardio-respiratory endurance. There are no career sanctions (that is, reenlistment, promotion) based solely on failure to meet fitness standards while members are engaged in rehabilitation programs. This instruction requires collecting and maintaining information protected by the Privacy Act of 1974 authorized by 100 U.S.C. 8013 System of Records Notice F035 AF MP N, Individual Weight Management File. A timed 3-mile walk within the guidelines provided adequately assesses cardiovascular fitness and muscular endurance. Cardiovascular (aerobic) fitness is the single best indicator of total physical fitness while a timed 3-mile walk adequately assesses endurance.

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## **1. General Information:**

- 1.1. Glossary of References, Supporting Information, and Fitness Standards, See [Attachment 1](#).
- 1.2. Participation schedules, Unit, Squadrons, Flights, and DET, Day and Time Schedule. See [Attachment 3](#).
- 1.3. Medical Waivers. Health care providers may place members on medical profile excusing participation in the fitness examination. Excuse members from fitness participation during pregnancy and for 6 months after delivery.
- 1.4. Technical Training. 911th AW members are not allowed to attend Air Education and Training Command (AETC) technical training if they do not meet fitness standards contained in [Attachment 2](#).

## **2. Responsibilities:**

- 2.1. Commander, Airlift Wing Command (911 AW). Ensures implementation and enforcement of the 911th AW Fitness Program in all units.
- 2.2. ASTS Commander (911 AW/SG). Serves as the overall 911th AW medical office of primary responsibility (OPR) for the program for the 911th AW Command. Develops and maintains this instruction providing guidance for the safe execution of the AFRCFP.
- 2.3. Wing/Senior Reserve Commander:

2.3.1. Oversees the overall installation fitness program, ensures equitable administration of the program, and ensures personnel perform annual fitness assessments. Ensures all wing Reserve personnel meet the AFRC fitness standards. Encourages all wing personnel, military and civilian, to participate in a regular aerobic exercise program.

2.3.2. Ensures wing personnel comply with the AFRCFP and subordinate senior leaders, officer and enlisted, lead by example.

2.3.3. Provides appropriate facilities, equipment, funds and additional mandays to conduct the program.

2.3.4. Appoints a fitness program director (FPD), primary and alternate, in writing, to schedule units for fitness assessments. Collects and maintains data from unit fitness program managers (UFPM).

2.3.5. Provides an appropriate environment for the annual fitness assessment.

2.3.5.1. Location. The home duty station, but may be at a deployed location if the unit has made previous arrangements for access to the Emergency Medical Service (EMS) system at the deployment location. All Units, Squadrons, Flights, and DETS must have written approval from the Wing Commander to perform fitness evaluations at another location.

2.3.5.2. Area. Flat terrain with a clean (non-tripping hazards), conditioned walking surface.

2.3.5.3. Temperature. Ambient temperature from 32 degrees to 92 degrees F is acceptable for sub-maximal walking exercise. All testing must be completed prior to 0900 (local time) if daily temperature exceeds 90 degrees F.

2.3.5.4. Humidity. Testing should not take place when the temperature and relative humidity values exceed those listed in [Table 1](#). Temperatures below 75 degrees F are not significantly affected by humidity and do not carry a risk of heat injury.

**Table 1. Temperature/Relative Humidity Maximums**

TEMPERATURE	RELATIVE HUMIDITY (%)
80F	90%
85F	50%
90F	20%

2.4. Medical Group Commander (MDG/CC) or Reserve Medical Unit Commander (RMU/CC):

2.4.1. Appoints a medical provider and alternate to act as Fitness Medical Liaison (FML) for the installation fitness program. Health care providers may place members with medical conditions precluding fitness assessments on medical profiles excusing participation in fitness assessments. Excuse members from fitness assessments during pregnancy and for 6 months after delivery. Members excused from fitness assessment for a period of time exceeding 1 year (other than pregnancy) must be placed on a P-4 profile (no pay and no points and have a case submitted to HQ AFRC/SGP for evaluation for world wide duty qualification).

2.4.2. Makes an appointment record of fitness counseling and referral in the member's medical record.

2.4.3. Interviews each individual referred to them by the installation FPD and/or unit commander.

2.4.4. Notifies members' commander and FPD whether the member may undergo fitness assessment directly or should first be placed in a self-paced fitness improvement program (SFIP) if no potential problems are identified ([Attachment 5](#)).

2.4.4.1. Refer Reserve (AFR) personnel to the nearest active duty military medical facility for evaluation.

2.4.4.2. Refer drill status members to their private physicians. Drill status members may also be referred to the host active duty military medical facility for evaluation (invitational travel orders from members' unit) on a space available basis.

2.4.5. Maintains a consultation log of medical conditions necessitating profiles which preclude fitness assessment along with current disposition (that is, pending evaluation, cleared to walk, or referred for world wide duty evaluation). Forwards a copy of the consultation log to the FPD monthly.

2.5. Installation Fitness Program Director (FPD). The Reserve installation commander appoints the installation FPD in writing.

2.5.1. Schedule units and geographically separated units (GSU) for the 3-mile walk assessment or alternative fitness assessment (See [Attachment 3](#))

2.5.1.1. Schedules/Arranges to have EMS available at the scheduled times and location for the 3-mile walk assessment to ensure the availability of emergency medical response.

2.5.1.2. Reviews the AFRC Forms 48, **Fitness Test Screening**, with affirmative answers identified by the UFPM and forwards to the member's private medical provider or the FML for evaluation ([Attachment 4](#)).

2.5.2. Monitors/performs walk assessments with a monitoring team to ensure members are not allowed to overexert themselves by running instead of walking during the annual walk assessment.

2.5.2.1. Ensures monitors are basic life support (BLS) certified. There is no requirement for the monitors to be medical personnel.

2.5.2.2. Maintains a list of BLS certified installation members for use as an assessment monitor when performing assessments.

2.5.2.3. Teams consist of a minimum of four monitors stationed at 0.5 - 0.75-mile intervals. If using an oval track, teams consist of a minimum of two monitors.

2.5.2.4. Strategically place team members throughout the course with on-base radio or telephone contact between test site monitors and personnel who can activate the installation EMS.

2.5.3. In coordination with UFPM, schedules members who do not meet the 911th AW fitness standard for counseling with the FML during the unit training assembly (UTA) after the member has failed to meet the standard.

2.5.3.1. Assist members with an individualized fitness program by developing a SFIP ([Attachment 8](#), [Attachment 9](#), and [Attachment 10](#)) and assisting the member in monitoring progress. Redefines goals as the member progresses.

- 2.5.3.2. Ensures SFIPs are made available for members not meeting minimum standards.
  - 2.5.4. Establishes availability of a reference library by collecting educational aids/materials, using collocated active duty health and wellness center) resources, or using other resources to enrich and encourage total health and fitness.
  - 2.5.5. Track members medically excused from a fitness assessment to ensure receipt of a medical evaluation.
  - 2.5.6. Establishes liaison with the medical squadron and the FML.
  - 2.5.7. Works with and trains UFPM. This includes use of the Self-Paced Fitness Improvement Progress Chart (AFRC Form 49) and distribution of SFIPs to members who do not meet AFRCFP standards and to any other reserve personnel who request the materials to assist in planning an appropriate exercise program.
    - 2.5.7.1. Performs periodic quality assurance evaluations of UFPMs programs and/or records.
    - 2.5.7.2. Maintains administrative and continuity files.
  - 2.5.8. Completes an individual report on each unit tested in coordination with the UFPM.
    - 2.5.8.1. The results are consolidated into the annual Installation Fitness Report. This report will include comments from the commander regarding the status of all members not meeting the required fitness standard.
    - 2.5.8.2. The installation report is forwarded to the numbered Air Force (NAF) RESG/SG no later than 28 February of each year (See [Attachment 6](#)).
    - 2.5.8.3. Compiles/analyzes data and prepares appropriate tables, charts, and reports as required.
  - 2.5.9. Schedules periodic fitness education presentations for commander's call and other support groups. May solicit volunteers with nutritional or exercise physiology experience to give briefings.
  - 2.5.10. Requests necessary computer products (for example, rosters) for the support of the installation fitness program.
- 2.6. Chief, Military Personnel Flight. Supports necessary administrative actions on members who do not meet fitness standards after 12 consecutive months (see paragraph [2.7.4.1.](#)) and acts as OPR for personnel issues. Will provide computer products (see paragraph [2.5.10.](#)) as requested by the FPD.
- 2.7. Unit Commander:
- 2.7.1. Oversees the administration of the unit fitness program.
  - 2.7.2. Ensures all assigned or attached personnel are in compliance with fitness standards and enrolls members who fail to meet fitness standards in an SFIP ([Attachment 7](#)).
  - 2.7.3. Ensures all members are in an appropriate military status for the fitness assessment.
  - 2.7.4. Evaluates members in SFIP failing to show satisfactory progress in increments of 3 months for extension of rehabilitation training.
    - 2.7.4.1. If a member, at the end of 12 consecutive months, cannot meet the fitness standard, the commander may consider possible administrative action, to include involuntary reassign-

ment or separation according to AFI 36-2115, *Assignments Within the Reserve Components*, or AFI 36-3209, *Separation Procedures for Air Force Reserve Members*.

2.7.4.2. Unit commanders have the prerogative to allow time for physical fitness conditioning during duty for all members as mission and training requirements permit.

2.7.5. Appoints a UFPM and alternate, in writing, and forwards a copy of the appointment letter to the FPD.

2.7.6. Determines if member is actively participating in an aerobic conditioning program and if member is progressing satisfactorily by reviewing the member's documented AFRC Form 49, **Self-Paced Fitness Improvement Progress Chart**. Adequate participation is defined as a minimum of 20 - 30 minutes of continuous aerobic activity, at the target heart rate, at least three to five times per week.

2.7.7. Consults with the FPD and FML concerning members in the SFIP not making satisfactory progress.

## 2.8. Unit Fitness Program Manager (UFPM):

2.8.1. Works with the FPD.

2.8.2. Provides AFRC Form 48 to members being tested on the UTA prior to the scheduled assessment. A new Form must be completed for each annual assessment.

2.8.2.1. Consolidates AFRC from 48 of members who have answered asterisked questions in the affirmative and forwards to the FPD to UTA prior to the scheduled assessment.

2.8.2.2. Ensures members are appropriately dressed for the fitness assessment. Appropriate attire is loose fitting shirt/blouse, slacks or shorts, and walking shoes or sneakers. Battle dress uniforms, service dress military boots or shoes are not appropriate attire and will not be worn for the assessment.

2.8.2.3. Ensures a duty roster of all unit members is provided to the FPD on the day of the assessment. Each member assessed will have their time annotated on the roster. The UFPM and FPD will each maintain a copy of this roster.

2.8.3. Ensures pass/fail notations are accurately updated in the personnel data system.

2.8.3.1. Notifies the unit commander of members failing the fitness assessment.

2.8.3.2. Notifies the members who fail their fitness assessment during the UTA in which they failed. Ensures the commander enters the member into the SFIP during the same UTA by letter (reference [Attachment 7](#)). Has member endorse the letter in their presence, gives member a copy, and keeps original.

2.8.3.3. Gives the members who failed their fitness assessment the age appropriate starter program package ([Attachment 8](#), [Attachment 9](#), and [Attachment 10](#)) and the AFRC Form 49, Explains use at the same time member receives letter of enrollment in the SFIP.

2.8.3.4. Schedules appointment with FPD during the next UTA.

2.8.3.5. Update codes in APDS/PC III during the UTA the evaluation is taken.

2.8.4. Forwards fitness scores, and any relevant SFIP information, to the gaining unit if member transfers to another unit or service component.

2.9. Individuals. Meet and maintain Air Force Reserve Command fitness standards through participation in regular aerobic exercise throughout their military service and into retirement since they remain subject to recall for national emergencies.

2.9.1. Each individual is responsible for promptly reporting a disease, injury, operative procedure, or hospitalization not previously reported to their commander or supervisor and to the Reserve medical unit, according to AFI 48-123, *Medical Examination and Standards*, paragraph 14.4.2.

2.9.2. Individuals entered into the SFIP must keep their initial appointment for counseling with the FPD. Failure to comply subjects member to administrative action.

2.9.3. Individuals in the SFIP must provide the AFRC Form 49 showing active participation in a SFIP to the UFPM for review during each UTA.

### 3. Fitness Assessment:

3.1. The fitness assessment consists of a timed 3-mile walk for all age groups. Specific performance standards for the walk are contained in [Attachment 2](#).

3.1.1. Members who jog or run during the 3-mile walk are disqualified and re-tested.

3.1.2. The member's age during the month of the assessment determines the fitness standard used. If members are evaluated during their birth month, they are evaluated at the older age. If the member does not meet the standard for his or her current age, but will have a birthday placing the member in the next age group before the first retest, the member is evaluated at the older age.

3.1.3. Members who are tested during the month will be evaluated using the ergometry cycle. The unit fitness program manager (UFPM) will make arrangements through SVR as well as forwarding a copy of the members AF Form 48.

3.2. Retest members who do not meet the fitness standards contained in [Attachment 2](#) no earlier than 90 days. The FPD counsels members who do not meet the AFRCFP standards, ensures evaluation by the FML if necessary, ensures entry into the SFIP, and assists in the design of a physical fitness program using the appropriate starter program ([Attachment 8](#), [Attachment 9](#), and [Attachment 10](#)).

### 4. Annual Fitness Program Report. This information is collected for RCS: HAF-SGP(A) 9213, **Air Force Fitness Program Annual Report.**

4.1. The UFPM forwards unit reports to the FPD by 31 January of each year. Electronic transmission of reports is encouraged.

4.2. The FPD consolidates unit reports and submits a wing/installation fitness report to NAF/SG by 28 February of each year. Electronic transmission of reports is encouraged.

4.3. NAF/SG consolidates wing/installation reports and submits a NAF fitness report to HQ AFRC/SGP by 15 March of each year. Electronic transmission of reports is encouraged.

**5. Forms Prescribed.** AFRC Form 48, **Fitness Test Screening** and AFRC Form 49, **Self-Paced Fitness Improvement Progress Chart.**

F. BAXTER LANE, Col, USAFR  
Commander

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

DoD Directive 1308.1, *Physical Fitness and Body Fat Program*

DoD Instruction 1308-1, *Physical Fitness and Body Fat Programs Procedures*

AFPD 40-5, *Fitness and Weight Management*

AFI 36-3209, *Separation Procedures for Air National Guard and Air Force Reserve Members*

AFI 40-501, *The Air Force Fitness Program*

AFI 48-123, *Medical Examination and Standards*

AF Form 422, *Physical Profile Serial Report*

***Abbreviations and Acronyms***

**AETC**—Air Education and Training Command

**AFRC**—Air Force Reserve Command

**AFRCFP**—Air Force Reserve Command Fitness Program

**AGR**—Active Guard Reserve

**APDS/PCIII**—Advanced Personnel Data System/Personnel Concept III

**BLS**—Basic Life Support

**EMS**—Emergency Medical Service

**FML**—Fitness Medical Liaison

**FPD**—Fitness Program Director

**FTS**—Fitness Test Screening

**NAF**—Number Air Force

**RSG**—Reserve Support Group

**SFIP**—Self-Paced Fitness Improvement Program

**UTA**—Unit Training Assembly

**UFPM**—Unit Fitness Program Manager

***Terms***

**Alternate Fitness Assessment**—The cycle ergometry assessment as defined by AFI 40-501, *The Air Force Fitness Program*.

**Fitness Assessment**—A timed 3.0-mile walk on a flat conditioned surface FML evaluation. Medical history to determine safety to perform a fitness assessment, safety to begin a SFIP, or to determine if there is a underlying medical condition affecting exercise capability and world wide duty qualification.

**Medical Deferral**—Excusal from the fitness assessment for either a short duration (for example, sprained ankle) or a long duration (i.e., arthritis). Medical deferrals for a period greater than 12 months necessitate member being placed on a P-4 profile and evaluated for world wide duty qualification (see para [2.4.4.1](#)).

**Target Heart Rate**— $[(220 - \text{age}) - \text{Resting Heart Rate}] \times \text{Intensity} + \text{Resting Heart Rate}$ .

**Target Heart Rate Intensity**—55 percent to 85 percent depending on exercise tolerance level (i.e., beginner's start at 55 percent and advance to 85 percent).

**Walk**—A stride where one foot is on the ground at all times through the complete stride.

## Attachment 2

## FITNESS PERFORMANCE STANDARDS

**A2.1. Table A2.1.** Shows the time limits for the 3 mile walk.

**Table A2.1. 3-Mile Walk Times**

<b>AGE (YEARS)</b>	<b>MALE MINUTES</b>	<b>FEMALE MINUTES</b>
17 - 29	40:54	43:52
30 - 34	42:04	45:10
35 - 39	43:15	46:29
40 - 44	44:25	47:44
45 - 49	45:34	48:55
50+	48:19	52:02

**NOTES:**

If the member does not meet the standard for their current age, but would have a birthday placing the member in the next age group before the first retest, evaluate the member at the older age.

EXAMPLE: A 34 year old male who turns 35 within 90 days of his scheduled test must complete the 3.0-mile walk within 43:15 minutes.

## Attachment 3

## FITNESS PERFORMANCE SCHEDULE

## DAY 1

AW	ASTS	0800 – 0900
OG	OG/AES/OSF	0900 – 1000
	CF/CBCF	1000 – 1200
	32 APS	1300 – 1400
SPTG	SPTG/MSF/WING HQ	1400 – 1500
	CES	1500 – 1600
	SFS	1600 – 1700

## DAY 2

	LSS/LGT	0700 – 0800
	SVE	0800 – 0900
LG	LG/LGS	0900 – 1000
	MXS	1000 – 1100
	758 <sup>TH</sup>	1200 – 1300
RESCHEDULES		1300 – 1400

**NOTE:**

These standards will be implemented the first UTA of the first month of the new fiscal year.

Attachment 4

SAMPLE MEMORANDUM FOR MEDICAL EVALUATION APPOINTMENT

**A4.1.** This is a sample memorandum for medical evaluation appointments.

DEPARTMENT OF THE AIR FORCE  
AIR FORCE RESERVE COMMAND

(DATE)

MEMORANDUM FOR: (FML or Private Health Care Provider)

FROM: (Unit Commander)

SUBJECT: Medical Evaluation Appointment

1. Attached please find a copy of (member's grade and name) AFRC Form 48 Fitness Test Screening. The answers to questions (fill in all appropriate question numbers) indicate the member may not be able to safely participate in a timed 3.0-mile walk to assess aerobic fitness. Please review the attached form and evaluate the member for participation in a 3.0-mile walk fitness assessment.

2. As this member's private health care provider, please provide the following documentation to (FML) at (Address of the reserve medical unit):

- a. Diagnosis
- b. Prognosis
- c. Any further medical limitations
- d. Attach documentation (from private health care provider only)

3. If member is to be excused from the timed 3.0-mile walk, the member must be actively engaged in a fitness program appropriate to their medical condition. Please provide guidance regarding an appropriate fitness program and have member return this letter to the installation Fitness Medical Liaison at the above address.

\_\_\_\_\_  
(Signature of Unit Commander)

\_\_\_\_\_  
(Member's Signature for Release of Information to FML)

Attachment:

Fitness Test Screening Questionnaire

**Attachment 5**

**SAMPLE MEMORANDUM FOR MEDICAL EXCEPTION OR CLEARANCE FROM FITNESS ASSESSMENT AND/OR AEROBIC EXERCISE**

(Back to Back with [Attachment 4](#))

(Date)

1st Ind, (FML)

TO: (Unit Commander)

1. I medically evaluated the medical documentation and find member is/is not (circle the appropriate selection) cleared for a timed 3.0-mile walk fitness assessment. If excused, member must be actively engaged in the fitness conditioning program.

2. Member should be scheduled for medical reevaluation in approximately \_\_\_\_\_ months.

---

(Signature of FML)

Attachment:

AF Form 422 (if applicable)

cc:

FPD

## Attachment 6

## ANNUAL FITNESS ASSESSMENT REPORT

**A6.1.** This report format is to be used for UFPM reports to the FPD, the FPD reports to the NAF RSG/SG, and the NAF RSG/SG report to HQ AFRC/SGP.

- a. UNIT/WING/INSTALLATION:
- b. TOTAL NUMBER OF ASSIGNED PERSONNEL:
- c. TOTAL NUMBER OF ASSIGNED PERSONNEL TESTED AT HOME STATION:
- d. TOTAL NUMBER OF ASSIGNED PERSONNEL TESTED AT PME OR OTHER SCHOOLS:
- e. PERCENT OF ASSIGNED PERSONNEL TESTED:
- f. TOTAL NUMBER OF ASSIGNED PERSONNEL TESTED AND PASSED:
- g. TOTAL NUMBER OF ASSIGNED PERSONNEL TESTED AND FAILED:
- h. NUMBER OF MEDICAL DEFERRALS:  
 (THERE SHOULD ONLY BE THE THREE CATEGORIES LISTED BELOW. THERE ISN'T AN 'OTHER' CATEGORY)  
 P-4= (MEDICALLY DISQUALIFIED FOR WORLD WIDE DUTY):  
 L2+(LOWER EXTREMITY, MINOR LIMITATIONS):  
 PREGNANCY:
- i. TOTAL NUMBER OF PERSONNEL ENTERED SELF-PACED FITNESS IMPROVEMENT PROGRAM (SFIP):
- j. NUMBER OF TOBACCO USERS:  
 CIGARETTES:  
 CIGARS:  
 PIPE:  
 SMOKELESS TOBACCO:
- k. COMMENTS:

(IF (C+D+H) DOES NOT EQUAL B, SUBMIT RATIONAL HERE)

THE WING/INSTALLATION WILL CONSOLIDATE ALL UNIT REPORTS INTO ONE WING INSTALLATION REPORT AND FORWARD TO THE NAF/SG NLT 28 FEBRUARY OF EACH YEAR. THIS FORMAT SHOULD BE FOLLOWED AND STRICTLY ADHERED TO. EACH NAF WILL CONSOLIDATE ALL WING/INSTALLATION REPORTS IN THIS FORMAT AND FORWARD TO HQ AFRC/SGP NLT 15 MARCH OF EACH YEAR.

**Attachment 7****SAMPLE MEMORANDUM FOR ENTRY INTO THE SELF-PACED FITNESS  
IMPROVEMENT PROGRAM (SFIP)**

**A7.1.** This is a sample memorandum for entry into the SFIP.

**DEPARTMENT OF THE AIR FORCE**  
**AIR FORCE RESERVE COMMAND**

(Date)

MEMORANDUM FOR: (Member's Name)

FROM: (Unit Commander)

SUBJECT: Entry into the Self-Paced Fitness Improvement Program (SFIP)

1. Based on fitness assessment results (date), your fitness is below minimum standards. You are entered into the SFIP program effective (date). You have been scheduled for mandatory counseling and development of a starter fitness program with the FPD (name, duty extension) on (date).
2. The SFIP is a rehabilitative program, which consists of a minimum 90-day physical-conditioning program. It is your responsibility to meet and maintain AFRC fitness standards consistently throughout your military career. Failure to meet fitness standards after 12 months may prevent members from being eligible for reenlistment, voluntary retaining, inter-squadron reassignment, or promotion. You are not allowed to attend AETC technical training while in the SFIP.
3. You will be given AFRC Form 49, Self-Paced Fitness Improvement Progress Chart, today in order to document your participation in physical fitness activities. You must report to your UFPM (name, duty extension) each UTA with your form for review. Failure to do so will warrant administrative action.
4. After you complete the 90-day SFIP you will be reevaluated. You should make the personal commitment necessary to exercise regularly and meet the fitness standards during the first 90-day period. If you have not reached minimum fitness standards, you will be continued in the SFIP. Failure to meet the standard after 12 months could precipitate administrative action.
5. If you have questions concerning your enrollment in the SFIP you may contact your supervisor, the UFPM, the first sergeant, or me. Acknowledge receipt and understanding by signing the endorsement below.

(Unit Commander's Signature Block)

1st Ind, (Members Name)

(Date)

TO: (Unit Commander)

Receipt and understanding acknowledged.

(Member's Signature Block)

*NOTE:* A member may only be counted once. If a member fails the initial assessment but subsequently passes on a retest, then the member is counted as a pass. The member is counted as a fail or medical deferral until the member passes the fitness assessment.

**Attachment 8****STARTER PROGRAM - AGE 29 AND UNDER**

**A8.1.** The time goals should be reached by the end of a week for all routines. If you find you cannot progress as fast as the chart suggests, repeat the last tolerable performance level for another week. Select an activity you enjoy from [Table A8.1.](#), [Table A8.2.](#), [Table A8.3.](#), [Table A8.4.](#), [Table A8.5.](#), [Table A8.6.](#), or [Table A8.7.](#) If you do not enjoy it, you will not stick with it.

**Table A8.1. WALKING**

WEEK	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	2	34:00	3
2	2	32:00	4
3	2	30:00	5
4	2.5	38:00	5
5	2.5	37:00	5
6	2.5	36:00	5

**Table A8.2. RUNNING/JOGGING**

WEEK	ACTIVITY	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	Walk	2	32:00	3
2	Walk	3	48:00	3
3	Walk/Jog	2	26:00	4
4	walk/Jog	2	24:00	4
5	Jog	2	22:00	4
6	Jog	2	20:00	4

**Table A8.3. CYCLING**

WEEK	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	5	30:00	3
2	5	25:00	3
3	5	20:00	4
4	6	26:00	4
5	6	24:00	4
6	7	30:00	4

**Table A8.4. SWIMMING (You may use any stroke)**

WEEK	DISTANCE (YARDS)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	400	15:00	4
2	400	13:00	4
3	500	15:00	4
4	500	13:00	4

WEEK	DISTANCE (YARDS)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
5	600	18:00	4
6	600	16:00	4
7	700	19:00	4
8	800	21:00	4
9	900	23:30	4

**Table A8.5. STATIONARY CYCLING**

WEEK	SPEED (MPH/RPM)	TIME GOAL (MINUTES)	PULSE RATE AFTER EXERCISE	FREQUENCY PER WEEK
1	15/55	8:00	LESS THAN 140	3
2	15/55	10:00	LESS THAN 140	3
3	15/55	12:00	LESS THAN 140	3
4	17.5/65	12:00	LESS THAN 150	4
5	17.5/65	14:00	LESS THAN 150	4
6	17.5/65	16:00	LESS THAN 150	4
7	17.5/65	16:00	MORE THAN 150	5
8	17.5/55	16:00	MORE THAN 150	5
9	20/75	18:00	MORE THAN 160	5
10	20/75	18:00	MORE THAN 160	5
11	25/90	20:00	MORE THAN 160	5
12	25/90	25:00	MORE THAN 160	4

During the first 6 weeks, warm up by cycling for 3 minutes, 17.5 to 20 mph, with no resistance, before beginning the actual workout. During the actual workout, add sufficient resistance so that your pulse rate (PR) = the specified rate (take pulse for 10 seconds and multiply time 6). If it is higher, lower resistance before cycling again; if it is lower, increase the resistance. When finished, cool down by cycling for 3 minutes with no resistance.

**Table A8.6. AEROBIC DANCING**

WEEK	TIME GOAL (MINUTES)	MAXIMUM (BEATS/MINUTE)	FREQUENCY PER WEEK
1	10:00	110 - 120	3
2	10:00	110 - 120	4
3	15:00	120 - 130	3
4	15:00	120 - 130	3
5	15:00	120 - 130	4
6	20:00	130 - 1400	3
7	20:00	130 - 140	3
8	20:00	130 - 1400	4

Include a 10-minute warm-up before and a 10-minute cool down after each exercise session.

**Table A8.7. RACQUETBALL/SQUASH**

WEEK	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	30:00	3
2	30:00	3
3	30:00	3
4	45:00	3
5	45:00	3
6	45:00	3
7	20:00	4
8	25:00	4
9	30:00	4
10	40:00	4
11	45:00	4
12	60:00	4

During the first 6 weeks, the objective is to exercise the required time, but not continuously. Rest frequently. Time goals represent combined exercise/rest periods. Beginning with the 7th week, the time goals represent continues exercise. Do not break.

**Attachment 9****STARTER PROGRAM - AGE 30 - 49**

**A9.1.** The time goals should be reached by the end of the week for all routines. If you cannot progress as fast as the chart suggests, repeat the last tolerable performance level for another week. Select an activity you enjoy from [Table A9.1.](#), [Table A9.2.](#), [Table A9.3.](#), [Table A9.4.](#), [Table A9.5.](#), [Table A9.6.](#), and [Table A9.7.](#) If you do not enjoy it, you will not stick with it.

**Table A9.1. WALKING**

WEEK	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	2	36:00	3
2	2	34:00	3
3	2	32:00	4
4	2	30:00	4
5	2.5	39:00	4
6	2.5	38:00	4
7	2.5	37:00	5
8	3	46:00	5
9	3	45:00	5
10	3	44:00	4

**Table A9.2. RUNNING/JOGGING**

WEEK	ACTIVITY	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	WALK	2	34:00	3
2	WALK	2.5	42:00	3
3	WALK	3	50:00	3
4	WALK/JOG	2	25:00	4
5	WALK/JOG	2	24:00	4
6	JOG	2	22:00	4
7	JOG	2.5	20:00	4

**Table A9.3. CYCLING**

WEEK	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	4	20:00	3
2	4	18:00	3
3	5	24:00	4
4	5	22:00	4
5	5	20:00	4
6	6	26:00	4
7	6	24:00	4
8	7	30:00	4

**Table A9.4. SWIMMING**

WEEK	DISTANCE (YARDS)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	300	12:00	3
2	300	10:00	3
3	200	13:00	4
4	400	12:00	4
5	500	14:00	4
6	500	13:00	5
7	600	17:00	5
8	700	19:00	5
9	800	22:00	5
10	900	22:30	4

**Table A9.5. STATIONARY CYCLING**

WEEK	SPEED (MPH/RPM)	TIME GOAL (MINUTES)	PULSE RATE AFTER EXERCISE	FREQUENCY PER WEEK
1	15/55	6:00	LESS THAN 140	3
2	15/55	8:00	LESS THAN 140	3
3	15/55	10:00	LESS THAN 140	3
4	15/55	12:00	LESS THAN 150	4
5	15/55	14:00	LESS THAN 150	4
6	15/55	16:00	LESS THAN 150	4
7	15/55	18:00	LESS THAN 150	5
8	15/55	20:00	LESS THAN 150	5
9	17.5/65	18:00	MORE THAN 150	5
10	17.5/65	20:00	MORE THAN 150	5
11	20/75	18:00	MORE THAN 150	5
12	20/75	20:00	MORE THAN 150	5
13	20/75	22:30	MORE THAN 150	5
14	25/90	25:00	MORE THAN 150	5

During the first 6 weeks, warm up by cycling for 3 minutes, 17.5 to 20 mph, with no resistance, before beginning the actual workout. During the actual workout, add sufficient resistance so that your pulse rate (PR) = the specified rate (take pulse for 10 seconds and multiply time 6). If it is higher, lower resistance before cycling again; if it is lower, increase the resistance. When finished, cool down by cycling for 3 minutes with no resistance.

**Table A9.6. CYCLING**

WEEK	TIME GOAL (MINUTES)	MAXIMUM (BEATS/MINUTE)	FREQUENCY PER WEEK
1	10:00	110-120	3
2	10:00	110-120	3
3	10:00	110-120	4
4	15:00	120-130	4
5	15:00	120-130	4
6	15:00	120-130	4
7	20:00	130-140	4
8	20:00	130-140	4

Include a 10-minute warm-up before and a 10-minute cool-down after each exercise session.

**Table A9.7. RACQUETBALL/SQUASH**

WEEK	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	10:00	3
2	15:00	3
3	20:00	3
4	30:00	3
5	30:00	4
6	15:00	4
7	20:00	4
8	25:00	4
9	30:00	4
10	35:00	4
11	40:00	4
12	45:00	4
13	45:00	4
14	45:00	4
15	60:00	4

**Attachment 10****STARTER PROGRAM - AGE 50-59**

**A10.1.** The time goals should be reached by the end of a week for all routines. If you find that you cannot progress as fast as the chart suggests, repeat the last tolerable performance level for another week. Select an activity you enjoy from [Table A10.1.](#), [Table A10.2.](#), [Table A10.3.](#), [Table A10.4.](#), [Table A10.5.](#), [Table A10.6.](#), and [Table A10.7.](#) If you do not enjoy it, you will not stick with it.

**Table A10.1. WALKING**

WEEK	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	1	20:00	4
2	1.5	30:00	4
3	2	40:00	4
4	2	38:00	4
5	2	36:00	4
6	2	34:00	4
7	2.5	42:00	4
8	2.5	40:00	4
9	2.5	38:00	4
10	3	37:00	4
11	3	46:00	4
12	3	45:00	4

**Table A10.2. RUNNING/JOGGING**

WEEK	ACTIVITY	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	WALK	1	18:00	5
2	WALK	2	36:00	4
3	WALK	3	54:00	3
4	WALK	3	52:00	4
5	WALK/JOG	2	26:00	4
6	WALK/JOG	2	24:00	4
7	JOG	2	22:00	4
8	JOG	2	20:00	4

**Table A10.3. CYCLING**

WEEK	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	3	20:00	3
2	3	18:00	3
3	4	25:00	4
4	4	24:00	4
5	5	32:00	4

WEEK	DISTANCE (MILES)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
6	5	28:00	4
7	5	24:00	4
8	6	30:00	4
9	6	26:00	4
10	7	32:00	4
11	7	30:00	4
12	7	28:00	4

**Table A10.4. SWIMMING**

WEEK	DISTANCE (YARDS)	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	300	15:00	4
2	300	12:00	4
3	400	15:00	4
4	400	13:00	4
5	500	16:00	4
6	500	14:00	4
7	600	17:00	4
8	600	15:00	4
9	700	20:00	4
10	700	18:00	4
11	800	22:00	4
12	800	20:00	4

You may use any stroke. Resting is encouraged during the initial weeks.

**Table A10.5. STATIONARY CYCLING**

WEEK	SPEED (MPH/RPM)	TIME GOAL (MINUTES)	PULSE RATE AFTER EXERCISE	FREQUENCY PER WEEK
1	15/55	4:00	LESS THAN 135	3
2	15/55	6:00	LESS THAN 135	3
3	15/55	9:00	LESS THAN 135	3
4	15/55	10:00	LESS THAN 140	4
5	15/55	10:00	LESS THAN 140	4
6	15/55	12:00	LESS THAN 140	4
7	15/55	14:00	LESS THAN 140	5
8	15/55	16:00	LESS THAN 140	5
9	15/55	18:00	LESS THAN 140	5
10	15/55	20:00	LESS THAN 140	5
11	17.5/65	18:00	LESS THAN 150	5
12	17.5/65	20:00	LESS THAN 150	5
13	20/75	20:00	LESS THAN 150	5
14	20/75	20:00	LESS THAN 150	5
15	20/75	25:00	LESS THAN 150	5
16	20/75	30:00	LESS THAN 150	4

During the first 6 weeks, warm up by cycling for 3 minutes, 17.5 to 20 mph, with no resistance, before beginning the actual workout. During the actual workout, add sufficient resistance on that your pulse rate (PR) = the specified rate (take pulse for 10 seconds and multiply time 6). If it is higher, lower resistance before cycling again; if it is lower, increase the resistance. When finished, cool down by cycling for 3 minutes with no resistance.

**Table A10.6. AEROBIC DANCING**

WEEK	TIME GOAL (MINUTES)	MAXIMUM (BEATS/MINUTE)	FREQUENCY PER WEEK
1	5:00	100 - 110	3
2	10:00	110 - 120	3
3	10:00	110 - 120	3
4	10:00	110 - 120	4
5	15:00	120 - 130	3
6	15:00	120 - 130	4
7	20:00	130 - 140	3
8	20:00	130 - 140	4

Include a 10-minute warm-up before and a 10-minute cool-down after each exercise session.

**Table A10.7. RACQUETBALL/SQUASH**

WEEK	TIME GOAL (MINUTES)	FREQUENCY PER WEEK
1	10:00	3
2	15:00	3
3	20:00	3
4	30:00	3
5	30:00	4
6	15:00	4
7	20:00	4
8	25:00	4
9	30:00	4
10	35:00	4
11	40:00	4
12	45:00	4
13	45:00	4
14	45:00	4
15	60:00	4

During the first 6 weeks, the objective is to exercise the required time, but not continuously. Rest frequently. Time goals represent combined exercise/rest periods. Beginning with the 7th week, the time goals represent exercise. Do not count breaks.