

# UW Whitewater Police



## Physical Fitness Program

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Special Instructions: CALEA 22.2.2			
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### I. Purpose

The purpose of this policy is to provide guidelines to sworn personnel on physical fitness criteria and on the use of the Physical Fitness Program.

### II. Policy

It is the policy of the UW-Whitewater Police Department (UWWPD) to promote physical fitness and wellness in all personnel, especially the sworn officers.

UWWPD will allow sworn personnel limited time to exercise on-duty. Law enforcement places demands on the body that require strength, endurance, stamina, and agility. UWWPD encourages sworn personnel to improve their level of physical conditioning because it decreases physical ailments, reduces emotional and nervous tensions, reduces the use of sick time, and improves the general health of employees.

### III. Procedure

#### A. Criteria for Physical Fitness:

1. All newly hired sworn personnel that have not completed a police academy shall pass the Wisconsin Department of Justice job-related physical assessment as found in the Physical Readiness Testing Handbook prior to completion of the law enforcement academy per WI State Department of Justice Requirements.
2. Standards of fitness are those that have been shown to be directly related to the tasks performed. They are not created to eliminate or penalize employees who can otherwise perform the tasks of their assignment, with or without reasonable accommodation.
3. After hire, Department employees are strongly encouraged to maintain a level of fitness that assists them in effectively performing their assigned job tasks. This includes optional assessments of their physical fitness using the Wisconsin Department of Justice Guidelines.

#### B. Use of the Physical Fitness Program:

1. Personal working out on duty time shall be contingent on the supervisor's discretion.

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2. If no supervisor is on duty, the staff requesting to work out must check with the other staff on duty to make sure that the staffing level remains adequate to handle normal calls for service on that date. This will depend on what is occurring on the date, the normal amount of calls on this date, and the time of year (such as during the semester vs. summer break).
3. Personnel should check out with the supervisor or on-duty personnel (if a supervisor is not on duty) to let them know the following:
  - a. They are going to exercise.
  - b. The time they are to return to on-duty status and be fully available for calls.
  - c. How they can be reached, such as radio or Department cell phone number.
4. The personnel then must make sure they can be reached if an emergency situation arises that requires them to immediately return to duty, this requires a police radio or a department cell phone to be **with their person** at all times.
5. The personnel must remain on campus and be actively working out at an approved facility such as:
  - a. Williams Center Fitness;
  - b. Wells Hall Fitness Center;
  - c. Outdoor Track;
  - d. Walking/Running on or immediately adjacent to university property.
  - e. Police Department fitness room
6. Personnel are allowed a total of 45 minutes, including changing, of on-duty time per day to work out. This time cannot be carried over to another day if not used. This means when the officer leaves call status the 45 minutes begins, they are then authorized to change into appropriate workout clothing, work out and then change back into duty gear and be back on-call status, within the 45-minute time frame.
7. Normally, only one sworn personnel member can be gone at one time, however, more than one may be allowed over breaks or depending on officer staffing levels.
8. If the officer becomes injured while working out, they must immediately contact the on-call or on-duty supervisor to report the injury. If necessary, the officer and supervisor will complete the on-duty accident paperwork.
9. Officers may not utilize the 45-minute allowance to leave work early, extend lunch or other breaks, or in other ways minimize work time, shift length or extend time off.
10. Personnel can complete this period at the beginning and/or end of their shifts as long as they follow all of the other procedures above, such as checking in and out.
11. Personnel should be aware that this is a positional benefit and not a right. If abuse of this policy is found, the employee's permission to use this benefit may be eliminated or restricted. Depending on the seriousness of the offense, they may also face disciplinary action up to and including termination.