



City of Manassas Police Department General Duty Manual



Effective Date: 01-09-2008	GENERAL ORDER	Number: 01-22
Subject: LAWFIT		
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Accreditation Standards: 22.3.2/ 22.3.3	By Authority Of:  Douglas W. Keen, Chief of Police	Total Pages: 3

PURPOSE:

To encourage increased physical fitness for officers through regular exercise and good nutrition.

POLICY:

LAWFIT is established as a voluntary exercise program whereby officers may be offered on duty workout time, equipment, and other incentives to participate. Supervisors are encouraged to plan work assignments that allow maximum participation by officers. The LAWFIT Coordinator is responsible for overall administration of the program. Supervisors are responsible for deciding the feasibility of releasing on duty officers to LAWFIT workouts, which is secondary to workload priorities or patrol requirements.

DISCUSSION:

The benefits of an exercise regimen can not be overstated. Law enforcement can place extra demands on the body. Shift work, poor dietary choices, stressful conditions, and sudden requirements for increased stamina are but a few of the factors that affect the injury rate, longevity and general well-being of police officers.

PROCEDURE:

I. The Program

- A. LAWFIT is a voluntary health and fitness plan, designed to increase cardio-respiratory efficiency, muscular strength, flexibility, and proper nutrition. The LAWFIT Coordinator is the Administrative Services Division (ASD) Commander or designee.
- B. Officers with recommendations and feedback for the LAWFIT program should forward them to the LAWFIT Coordinator or designee.
- C. The LAWFIT Program may be based on an annual contract. If the program is contract based then the contractor will work with the LAWFIT Coordinator to meet the needs of the agency. The ASD Commander or designee will coordinate the program requirements to include training if a contract is not in place during a particular period of time.
- D. The LAWFIT Program will normally include one mandatory annual assessment.

II. Program Requirements and Documentation

- A. All sworn staff are mandated to participate in the annual LAWFIT assessment.
- B. The LAWFIT assessment will consist of a work performance based obstacle course with a time standard of one minute, twenty two seconds (1:22).
- C. To be considered an active participant of LAWFIT, the following requirements must be met:
 - 1. The participant must take part in any initial assessment mandated by the ASD Commander.
 - 2. The participant must fulfill any additional mandates as required by the ASD Commander.
- D. The participant must integrate the LAWFIT program into his daily schedule, on his own initiative. The Department provides the use of the gym equipment that is located at headquarters, allows limited on-duty participation, unlimited off-duty participation, and provides other incentives to those officers considered active participants as described in the present Section of this General Order.
- E. LAWFIT participation records and documentation will be maintained by the ASD Commander or designee.

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III. On Duty Participation

- A. Supervisors may release individual officers from patrol or other duties to participate in LAWFIT workouts during overlapping shifts or at other times that do not adversely affect patrol or work requirements. Specific time limitations should be explained to the participant beforehand and adhered to.
- B. Participants do not perform LAWFIT workouts while wearing their police uniform.
- C. The participant in LAWFIT during duty time is subject to immediate recall, and should have a police portable radio with him during his LAWFIT period.
 - 1. Police portable radios are also used to report activities the officer may observe that require police attention.
 - 2. Officers should await patrol response, and take no immediate action unless absolutely necessary.
 - 3. Police portable radios also allow the officer to request assistance in the event that the officer is injured, or need other assistance.
- D. Officers are expected to conduct their workouts adhering to any safety recommendations including the rules and regulations clearly posted in the Weight Room, or which govern equipment usage or activities.
- E. Officers who elect to carry weapons while running, bicycling, or during other LAWFIT activities shall keep such weapons concealed from public view, and carry the police badge and police identification with them at all times.
 - 1. LAWFIT issued workout gear and equipment may be worn during LAWFIT workouts.
 - 2. LAWFIT issued workout gear and equipment may consist of civilian workout attire.

IV. Off -Duty Participation

- A. Off-duty officers are not limited in conducting their LAWFIT workouts.
- B. The facilities at Department Headquarters may be used or any other appropriate facility, at the option of the participant.

V. Bicycle Use

- A. Participants may utilize their personally owned bicycles for LAWFIT activities.
 - 1. The safe condition of the bicycle is the responsibility of the officer, and must conform with any equipment requirements contained in state law or Manassas City ordinance, if used on duty.
 - 2. Any damage, loss, or theft of a personal bicycle is the responsibility of the officer, and reimbursement of such loss will not be made by the City.
- B. Participants using a bicycle for LAWFIT activities while on duty shall wear a federally approved bicycle safety helmet.

VI. Injuries

- A. Any injuries that occur during a LAWFIT workout must be reported in writing to a supervisor immediately.
- B. Injuries occurring off-duty and away from Department Headquarters may be reported by telephone to the Duty Supervisor.
 - 1. In the event that telephone contact is not possible, participants shall report the injury no later than by their next tour of duty, in writing, along with a description of the injury and circumstances.
- C. Supervisors ensure a thorough investigation concerning the exact nature of activity at the time of the injury (i.e., if the officer was performing bench presses at the time, how much weight resistance was being used? How many repetitions were being attempted? At what point did the injury occur? Was a spotter being used? etc.).
- D. Following any injury that requires a physician's examination, participants submit a physician's written evaluation of the treatment protocol to the LAWFIT Coordinator or his designee that authorizes a return to LAWFIT activities.
- E. Worker's Compensation issues.
 - 1. Worker's Compensation benefits are payable for injuries occurring in the scope and course of employment.
 - 2. The Virginia Worker's Compensation statute specifically excludes injuries that result from an employee's voluntary participation in employer sponsored off-duty activities. Each injury resulting from such participation will be evaluated by the Worker's Compensation carrier on its merits as to employment relatedness.

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3. It is possible that injuries sustained during LAWFIT activities may not be covered by Worker's Compensation.

VII. Equipment

- A. The participant is responsible for all equipment issued to him.
 1. Damaged equipment is assumed to have been caused by the last user, unless investigation indicates otherwise.
 2. Any misuse, damage or loss caused by a participant is his responsibility.
 - a. Disciplinary action may occur, including removal from LAWFIT program eligibility.
 - b. In addition, the participant may be required to reimburse the City for the repair or replacement of damaged equipment.
- B. All LAWFIT equipment is to be used following established procedures, and with due regard for safety.
- C. Participants forward recommendations concerning LAWFIT equipment to the LAWFIT Coordinator, who evaluates the recommendation and takes appropriate action.

VIII. Incentives and Fitness Award Pin

- A. In addition to the benefit of being allowed to perform LAWFIT workouts during duty hours, participants may be offered other incentives to continue the LAWFIT program.
 1. Such incentives may include the issuance of distinctive workout gear, running shoes, sweat suits, or gym equipment.

Attachments: N/A

Index as: LAWFIT
Fitness

References: N/A