



MWR-LED OUTDOOR COMMAND FITNESS TRAINING (Effective 17 May 2021)

Reservation Policy:

1. Minimum two week advance notice from requested start date required.
 - a. Requests received within the two week notice will be evaluated based on availability.
2. Session cancellations require 24 hour notice.
3. Appropriate PT gear or command PTU's are required during the session.
4. Commands may submit a request for a reoccurring fitness session and are subject to approval.
 - a. Reoccurring Command reservations are valid until the end of the scheduled quarter.
 - b. Fiscal Year Quarterly Schedule:
 - i. 1st Quarter (1Oct-31Dec)
 - ii. 2nd Quarter (1Jan-31Mar)
 - iii. 3rd Quarter (1Apr-30Jun)
 - iv. 4th Quarter (1Jul-30Sep)
5. Loss of Reservation (applies to reoccurring reservations):
 - a. Two of more cancellations/no shows by the command.
 - b. Failure to meet the class minimum of 10 participants
 - c. Absenteeism or lack of disciplinary action from the CFL/Command representative present.
 - d. In the event of a loss reservation, the command must submit a new request form and gain approval.

Request Procedures:

1. CFL/Command Representative must electronically fill out a "MWR FITNESS INSTRUCTOR REQUEST FORM".
2. Email completed form to jerrick.fabro@navy.mil or grlkmwrsportsand.fct@navy.mil
3. All requests are subject to approval based on Fitness Instructor and Training Space availability. The MWR Fitness Office will attempt to assist with all requests. However, if schedules conflict, requests may be disapproved or an alternate option may be provided.

Outdoor Fitness Training Session:

1. If requesting an outdoor fitness session at Constitution Field, a "MWR FIELD RESERVATION REQUEST FORM" must be submitted WITH the "MWR FITNESS INSTRUCTOR REQUEST FORM".
2. Max 50 participants per group (Larger groups subject to Fitness Instructor and adequate space availability)
3. A minimum of 10 participants are required at the start of a session.
 - a. MWR Fitness Management/Instructors may cancel a session if the minimum participant number is not met.
4. Maintain 6 feet physical distancing throughout entire training session.
 - a. Face masks will be required if appropriate physical distancing in accordance with CDC guidance cannot be maintained.
5. A CFL/Command Representative must be present at each session to lead and/or assist.

Patrons are responsible to hold themselves accountable to these amended policies and procedures. All other facility rules and capacity numbers still apply. If these guidelines are not followed, Fitness Staff have the authority to ask patrons to leave the facility.

MWR Web Site: <https://www.NavyLifeGL.com/covid-19>



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 - b. Failure to meet the class minimum of 10 participants
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2. Email completed form to jerrick.fabro@navy.mil or grlkmwrsportsand.fct@navy.mil
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Indoor MWR-Led Training Sessions:

- Available for small group commands seeking fitness training provided by MWR Fitness Instructors
 - During Summer months, Command-Led PT indoor reservations are secured.
 - Outdoor Field reservations at Constitution Field are offered to Command-Led groups to complete Command PT.
 - Indoor Fitness sessions for Command PT is available for MWR-Led Fitness Training only.
- Recommended group capacity of at least 10 participants but no more than 25 participants was determined by Fitness instructor-to-participant ratio, covid-19 safety precautions, and facility SF (Requests for larger groups are subject to approval based on preceding criteria).
- Times offered will be during non-peak operational hours of each facility.

Indoor Fitness Training Session:

1. Reservation required. No walk-in's allowed.
2. Max 1-hour sessions only. Scheduled groups will be limited to their assigned timeframes, which will include facility check-in and prescreening, fitness training session, and exiting of facility.
3. Sessions will be limited to the following timeframes:
 - a. Bldg 440: Monday to Friday, 0600-0930; 1330-1530
 - b. Gym 4: Monday to Friday, 0600-1100
 - c. Bldg 2A: Monday to Friday, 0600 - 1400
4. Max 25 participants per group (Larger groups subject to Fitness Instructor and adequate space availability)
5. Minimum of 10 participants are required at the start of a session. MWR Fitness Management/Instructors may cancel a session if the minimum participant number is not met.
6. Face masks are REQUIRED AT ALL TIMES. Maintain 6 feet physical distancing throughout entire training session.
7. A CFL/Command Representative must be present at each session to lead and/or assist.
8. All other facility rules apply, including updated covid-19 facility rules.