



STATE OF GEORGIA
GEORGIA DEPARTMENT OF DEFENSE
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WILLIAM T. NESBITT
MAJOR GENERAL, GA ARNG
THE ADJUTANT GENERAL


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22 January 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: GA DOD Physical Fitness Policy

1. With the increased emphasis across all services on physical fitness, all full-time support personnel (excepted and competitive civil service technicians, Active Guard/Reserve personnel, and state employees) are authorized official time for physical fitness activities while in a work (paid) status.
2. The primary goal of the physical fitness program is for employees to exercise resulting in a high level of physical readiness and a healthier workforce. It will assist employees in maintaining a high level of fitness, reduce stress levels, minimize use of sick leave and increase productivity. In cases where employees violate the spirit or intent of this program, privileges may be revoked. In all cases, the mission of the Georgia Department of Defense will take precedence, and employees will schedule their exercise periods accordingly.
3. Fitness training will consist only of the following exercises: running, walking, push-ups, sit-ups, weight training, and aerobics.
4. A maximum of one hour per work day of official time may be used for physical fitness training. This allowance is a privilege granted as an incentive to maintain a high level of personal fitness.
 - a. The physical training period includes total time away from the work location, to include time for changing clothes, showers, warm-up and cool down, etc.
 - b. Times for physical fitness training must be approved by the employee's supervisor and will be dictated by work and mission requirements.
 - c. Supervisors are responsible for their employees during the work day and periods of physical fitness training should also be monitored to ensure employee health and safety.
5. This policy is effective immediately and replaces all previous policies, this subject. Questions and/or suggestions concerning this program should be addressed to the Human Resources Office, Lt Col Jay Peno, (678) 569-6440.


WILLIAM T. NESBITT
Major General, GA ARNG
The Adjutant General

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