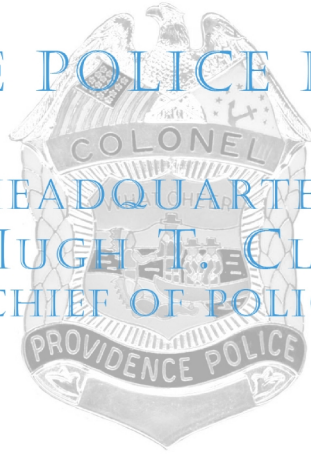


PROVIDENCE POLICE DEPARTMENT

HEADQUARTERS

COLONEL HUGH T. CLEMENTS, JR.
CHIEF OF POLICE



TYPE OF ORDER	NUMBER/SERIES	ISSUE DATE	EFFECTIVE DATE
General Order	250.04	11/06/2012	11/06/2012
SUBJECT TITLE		PREVIOUSLY ISSUED DATES	
Physical Fitness and Gym Use Policy		Supersedes: GO #07 Series 2011	
REFERENCE		RE-EVALUATION DATE	
CALEA Standard 22.3.2		11/06/2015	
SUBJECT AREA		DISTRIBUTION	
Compensation, Benefits, and Conditions of Work		All Personnel	

PURPOSE

The Providence Police Department acknowledges the importance of physical fitness in the performance of police-related duties and in promoting the general health and well-being of its members. The purpose of this policy is to establish parameters pertaining to the participation in physical fitness activities by personnel during their regular tour of duty, and to designate the Providence Police Gymnasium as the sole approved gymnasium permitted for use by on-duty personnel.

POLICY

It is the policy of the Providence Police Department to aid and encourage all personnel to engage in a healthy physical fitness program. Personnel are required to adhere to the parameters set forth in the Collective Bargaining Agreement by and between The City of Providence and Providence Lodge #3, Article X, Section 9, entitled "Physical Fitness Program", which states:

"All members of the bargaining unit during the term of this Agreement shall achieve and maintain a level of physical fitness as his or her age and the nature of his or her duties require.

All members of the bargaining unit, who are currently not in compliance with the above standard of fitness, shall be required to embark on a program of physical fitness so as to achieve the standards. Said members of the bargaining unit shall have reasonable time to attain said standards."

To achieve these ends, the Department has provided an on-site gymnasium for exclusive use by its members, free of charge. In order to balance the necessity of

maintaining physically fit personnel with the duties and responsibilities of operating an effective law enforcement agency, the Department hereby establishes parameters pertaining to the physical fitness privileges afforded to its personnel while they are on-duty.

DEFINITIONS

Providence Police Gymnasium: The facility located on the first floor of the Providence Police Department, located within the Public Safety Complex, commonly referred to as the “gym” or “gymnasium”, and containing storage lockers, bathroom facilities, and exercise equipment designed for the purpose of promoting physical fitness.

Regular Tour of Duty: A member’s regularly scheduled work hours, according to one’s assigned “group” and/or “shift”, not to include hours worked in any other capacity (i.e., callback, detail, overtime, etc.).

Indoor Physical Fitness Activities: Activities which are typically recognized as promoting physical fitness and which are performed in the Providence Police Gymnasium.

Outdoor Physical Fitness Activities: Activities which typically occur outdoors without the aid of exercise equipment, limited to walking, jogging, or running, when not performed in conjunction with any other game or sport.

Meal break: The time contractually afforded to personnel for the purpose of consuming one meal (i.e., breakfast, lunch, or dinner) during a regular tour of duty.

PROCEDURE

I. LIABILITY

- A. Personnel wishing to use the gymnasium either while they are working their regular tour of duty or during off-duty hours must submit a fully executed “General Release and Waiver” form to the Human Resources Bureau prior to their first-time use of the facility.
- B. The Human Resources Bureau shall maintain all “General Release and Waiver” forms. Additionally, the Human Resources Bureau shall update and publish a list of all personnel who have been approved to use the gymnasium. The list shall be updated and published whenever an addition or deletion occurs. The Officer-in-Charge (OIC) of the Patrol Division shall maintain a copy of the most recent list and ensure that only approved personnel are afforded the use of the gymnasium.

II. ON-DUTY APPROVED FACILITIES

- A. Personnel who wish to engage in any indoor physical fitness activities during their regular tour of duty may do so only within the Providence Police Gymnasium. The use of any other gymnasium or facility is strictly prohibited.

- B. Outdoor physical fitness activities may be performed outside. However, such activities may not be performed within the curtilage of any commercial, public, or private institution.

III. LIMITATIONS OF USE

- A. On-Duty personnel who wish to use the Providence Police Gymnasium or engage in outdoor physical fitness activities during a regular tour of duty must abide by the following limitations:
 - 1. The use of the gymnasium or the engagement in outdoor physical fitness activities by a member is only allowed in lieu of that member's meal break during the regular tour of duty when the actual use occurs.
 - 2. The maximum total period of time allotted for indoor and/or outdoor physical fitness activities is limited to one (1) hour per day.
 - 3. The option to engage in either indoor or outdoor physical fitness activities in lieu of the meal break:
 - a. Is limited to a maximum of three (3) times per week, per member.
 - b. Shall require that the requesting member's immediate on-duty supervisor obtain the permission of the requesting member's on-duty Bureau OIC prior to the option being exercised between 1500 hours Friday and 2300 hours Sunday.
- B. On-duty personnel who are not working their regular tour of duty will not be permitted to use the Providence Police Gymnasium or engage in outdoor physical fitness activities in lieu of their meal break.

IV. NOTIFICATIONS AND RESPONSIBILITIES

- A. Any personnel who wish to use the gymnasium or engage in outdoor physical fitness activities during their regular tour of duty shall notify their immediate on-duty supervisor of their intention do to so beforehand.
- B. Upon receiving notification from a subordinate, the on-duty supervisor shall either approve or deny the request.
 - a. When the request is approved:
 - i. Personnel who have as their primary duty that of responding to dispatched calls for service shall notify the dispatcher via Channel 4 that they will be out of service at the gymnasium.
 - ii. If not already on-scene, personnel shall respond to the Public Safety Complex. They shall then either proceed to the

Providence Police Gymnasium to conduct indoor physical fitness activities or proceed outdoors to conduct outdoor physical fitness activities.

iii. Upon or before the expiration of the one (1) hour time allotment, personnel shall be prepared to resume their official duties. They shall notify their immediate supervisor of their readiness, and return to work. Personnel who had previously placed themselves out of service shall immediately notify the dispatcher via Channel 4 that they are back in service.

b. When the request is denied, personnel shall continue to perform their official duties.

V. MANAGEMENT RIGHTS

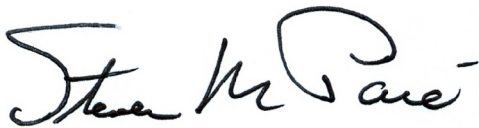
The privileges granted herein may be either temporarily or permanently amended or revoked at any time by the Commissioner of the Department of Public Safety, the Chief of Police, or any of their designees.

RESPONSIBILITY

It is the responsibility of all personnel to familiarize themselves and comply with this order.

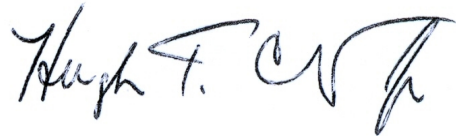
NOTE: This order is for internal use only, and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third-party claims. Violations of this directive, if proven, can only form the basis of a complaint by this department, and then only in a non-judicial administrative setting.

APPROVED:



STEVEN M. PARÉ
COMMISSIONER
DEPARTMENT OF PUBLIC SAFETY

APPROVED:



HUGH T. CLEMENTS, JR.
COLONEL
CHIEF OF POLICE