



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND, PACIFIC REGION
HEADQUARTERS, UNITED STATES ARMY GARRISON, HAWAII
851 WRIGHT AVENUE, WHEELER ARMY AIRFIELD
SCHOFIELD BARRACKS, HAWAII 96857-5000

IMPC-HI-ZA

24 AUG 2010

MEMORANDUM FOR All Department of Defense (DoD) Civilians Employed by United States Army Garrison, Hawaii (USAG-HI)

SUBJECT: Policy Memorandum USAG-HI-11, Civilian Health Promotion Programs

1. References.

- a. Army Regulation 600-63, Army Health Promotion, 20 Sep 09.
- b. Department of the Army Message R1111800Z Mar 96.
- c. U.S. Army Center for Health Promotion and Preventive Medicine, Directorate of Health Promotion and Wellness, Civilian Health Promotion (CHP) Program.

2. Purpose. To improve the health and well being of Civilians employed by the United States Army Hawaii by allowing them the opportunity to engage in a regular program of exercise and other positive health habits. Studies have shown these type programs benefit the workplace by a decreased number of sick days, improved morale, increased productivity and improved health and wellness.

3. Applicability. This policy applies to all Civilians employed by USAG-HI.

4. Policy. All DoD Civilians have the opportunity to participate in the CHP Program. Supervisors are encouraged to use incentives to increase participation.

- a. The CHP program is intended for individuals to participate one time only.
- b. The program is limited to six months in duration.
- c. Up to 3 hours of excused absence per week is authorized to allow civilian employee's participation in command sponsored formal physical exercise training. This training includes:
 - (1) Pre and post evaluation and fitness assessment.
 - (2) Continuous monitoring during the program (participants are required to sign in and out at the Fitness Center and use a Fitness Journal).
 - (3) Exercise and nutritional education.

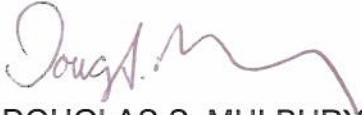
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d. Work schedules can be adjusted to permit training and exercise, where possible, and not to interfere with workload and mission. Compensatory time and overtime will not be incurred as a result of the employee(s)' participation in this program.

5. This policy supersedes Policy Memorandum USAG-HI-11, SAB, dated 18 Feb 10, and remains in effect until cancelled or superseded in writing.

6. The point of contact for this memorandum is the USAG-HI Fitness Coordinator at 655-9650.



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COL, IN
Commanding

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