



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**US ARMY INSTALLATION MANAGEMENT COMMAND**  
2511 JEFFERSON DAVIS HIGHWAY  
ARLINGTON, VA 22202-3926

JUN 17 2010

IMCG

**MEMORANDUM FOR ALL US ARMY INSTALLATION MANAGEMENT COMMAND  
PERSONNEL**

**SUBJECT: Command Policy #17 — Civilian Wellness**

**1. References:**

- a. DEPSECDEF Memorandum, dated 4 Jan 10, subject: DoD Employee Wellness, Satisfaction and Engagement Initiative
- b. Under Secretary of Defense Memorandum, dated 11 Jan 10, subject: Department of Defense Employee Wellness Awareness Information Campaign
- c. Installation Management Campaign Plan, Line of Effort 3 – Leader and Workforce Development, March 2010
- d. Assistant Secretary of the Army (Manpower and Reserve Affairs) Memorandum, dated 5 Mar 10, subject: DoD Employee Wellness, Satisfaction and Engagement Initiative
- e. Installation Management Community Leader Handbook, Chapter 7 – Resiliency, June 2010
- f. AR 600-63, Army Health Promotion

2. IMCOM's employees are the human backbone and infrastructure of this command, responsible for the success of its enduring missions. This command must never fall short of its primary mission to provide Soldiers with a quality of life commensurate with the quality of their service. Therefore, we must take a holistic approach to fitness for Soldiers, Civilians and their families in order to enhance our performance and build resilience.

3. All leaders in IMCOM must make employee wellness a priority. We must leverage the Army's focus on five Pillars of fitness in the Comprehensive Soldier Fitness Program (Physical, Emotional, Social, Family and Spiritual) in such a way that it resonates with all of our employees. The resilience and fitness of our Soldiers and Civilians are what enables them to thrive in an era of high operational tempo and persistent conflict. By promoting healthier lifestyles, I am convinced we can enhance morale, increase productivity, increase loyalty, reduce medical costs, increase performance, reduce sick leave and increase both job and life satisfaction.

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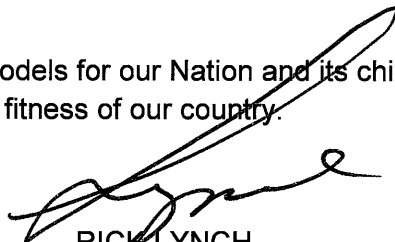
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4. Physical fitness is a key ingredient to wellness and plays an important part in emotional well-being. Look for ways to encourage the physical fitness ethic in all of our employees. In accordance with AR 600-63, leaders may authorize up to three hours of administrative leave per week for up to six months to allow civilians to participate in command-sponsored physical fitness training, evaluation and education. I encourage all supervisors to promote participation in these programs and make it possible for employees to continue their commitment to fitness afterwards using flexible work schedules, credit hours or compensatory time. Make sure civilians are aware of the fitness and recreational facilities they can take advantage of at our garrisons.

5. Establish and sustain a command climate that promotes and reinforces health and wellness. Raise awareness of the many programs already available that support a holistic approach to wellness. Make sure our civilians are familiar with the Employee Assistance Program, offering counseling and referral for issues that affect mental and emotional well-being, such as alcohol and substance abuse, stress, grief, and family problems. Take advantage of the programs that exist to assist employees who wish to quit smoking or improve their nutrition. When the civilian global self-assessment tool of the Comprehensive Soldier Fitness Program is deployed, encourage all to take advantage of it. Be mindful and respectful of the important spiritual dimension in all members of IMCOM's team.

6. Being Army Strong is more than being physically fit. It encompasses mental and emotional strength and the confidence to lead. It includes the courage to stand up for your beliefs, the compassion to help others, a desire for lifelong learning and the intelligence to make the right decision. It is making a difference in a positive way for you, your family, your community and your Nation. By working to create and enhance all of these strengths, we can increase our collective resiliency.

7. We have an opportunity to be good role models for our Nation and its children. Being fit and healthy in our Army is good for the health and fitness of our country.



RICK LYNCH  
Lieutenant General, USA  
Commanding