



## DEPARTMENT OF THE NAVY

NAVAL AMPHIBIOUS BASE LITTLE CREEK  
2600 TARAWA COURT SUITE 100  
NORFOLK, VIRGINIA 23521-3297

IN REPLY REFER TO:

NAVPHIBASELCREEKINST 6110.2C  
N00B  
20 Dec 99

NAVPHIBASELCREEKINST 6110.2C

Subj: NAVPHIBASE LITTLE CREEK PHYSICAL READINESS PROGRAM

Ref: (a) OPNAVINST 6110.1E

Encl: (1) Command Monthly Summary Report  
(2) Department/Storefront Monthly Summary Report

1. Purpose. To provide policy and guidance for the implementation of the Physical Readiness Program for Naval Amphibious Base Little Creek (NAVPHIBASE LCREEK) Department/Storefront military personnel assigned as directed by reference (a). This instruction constitutes a major revision; therefore, additions, deletions, or changes are not individually marked.

2. Cancellation. NAVPHIBASELCREEKINST 6110.1B is hereby cancelled.

3. Policy. To assure mission readiness and operational effectiveness, every Navy member shall maintain personal physical fitness by regular exercise. The Physical Readiness Program (PRP) is a complete conditioning program designed to reduce body fat, to develop and maintain cardio-respiratory fitness, muscular strength, endurance, and flexibility needed to maintain and demonstrate a minimum level of physical fitness.

a. The Command Directed Physical Conditioning Program (CDPCP) will be administered and monitored by the Command Fitness Coordinator (CFC), Navy Exercise Leaders, and qualified Department/Storefront Fitness Coordinators (DFC). It will be conducted from 0600-0700, each Monday, Wednesday, and Friday at Rockwell Hall.

b. The command's semi-annual Physical Readiness Test (PRT) shall be conducted annually during the months of October and May.

4. Action

a. Executive Officer. Responsible for monitoring command compliance with policies set forth in reference (a).

b. Department Heads/Storefront Managers

(1) Ensure CFC's receive certification from BUPERS-approved CFC training course within six months of being assigned as Fitness Coordinators.

(2) Ensure all military personnel assigned participate in a minimum of three aerobic exercises periods per week as outlined in reference (a).

(3) Provide written and verbal counseling to members who fail to participate in Physical Fitness Training.

(4) Ensure a Cardio-Pulmonary Resuscitation (CPR) qualified person is present at all group weekly exercise sessions.

(5) Ensure that an individual's physical readiness status, reflecting the last PRT and current body composition screening, is included on all special request chits for advancement, reenlistment, transfer, or other personnel related programs.

c. Command Fitness Coordinator

(1) Become thoroughly familiar with and adhere to the components and guidelines of reference (a), advising the chain of command on all PRT matters. Receive certification from BUPERS-approved CFC training course within six months of being assigned as the CFC.

(2) Ensure members who fail to maintain body composition or physical readiness standards receive appropriate referral and/or administrative actions as outlined in reference (a).

(3) Forward monthly summary reports to the Executive Officer utilizing enclosure (1).

(4) Provide physical readiness support/guidance for all NAVPHIBASE LCREEK Departments/Storefronts.

d. Department/Storefront Fitness Coordinators

(1) Become thoroughly familiar with and adhere to the guidelines of reference (a).

(2) Maintain OPNAV 6110/2 (Risk Factor Screening/Physical Readiness Test Results) for each person assigned to their respective Department/Storefront.

(3) Advise the CFC of personnel who require medical clearance to participate in the semi-annual PRT, do not pass the height/weight body composition screening, do not pass, or fail to participate in, the semi-annual PRT.

(4) Ensure all OPNAV 6110/2 folders are forwarded to the member's transferring command via official methods.

(5) Monitor and administer their Department/Storefront Weekly Conditioning Program. Forward monthly reports to the CFC using enclosure (2).

(6) Ensure members who fail to participate (without authorization) in the Weekly Conditioning Program (three times between any two PRT's) are placed on the CDPCP for a period of three months.

(7) Administer and monitor the CDPCP as required by the CFC.

(8) Maintain current CPR certification and assist the CFC in conducting the semi-annual PRT.

e. Individual service members. Maintain a lifestyle that promotes health and physical readiness by participating in weekly physical training (PT). Minimum PT is three sessions per week, each a minimum of 40 minutes in duration. Each PT period shall include at least 20 minutes of continuous aerobic activity in the target heart rate zone. Each PT period should include a 5-10 minute warm-up, 5-minute cool-down, and flexibility conditioning. Muscular strength/endurance conditioning should be included as well, but should not become the sole focus of the required conditioning periods. Report for fitness testing with a level of fitness that ensures safe participation.

  
W. C. WRIGHT, Sr.

Distribution:

NAVPHIBASELCREEK/REGPUBSAFETYINST 5216.2P  
List IA, IB (1, 1A, 2, 2A, 3, 3A), IC - Case B

COMMAND MONTHLY SUMMARY REPORT

From: Command Fitness Coordinator  
To: Executive Officer

Subj: COMMAND MONTHLY SUMMARY REPORT OF WEEKLY PHYSICAL  
TRAINING

FOR THE MONTH OF \_\_\_\_\_

PERSONNEL ASSIGNED

NUMBER LIMITED DUTY	_____
NUMBER MEDICALLY WAIVED	_____
NUMBER CDPCP	_____
OTHERS	_____
TOTAL ASSIGNED	_____
NUMBER PARTICIPATING	_____
TOTAL HOURS PT	_____

DEPARTMENT/STOREFRONT MONTHLY SUMMARY REPORT

From: \_\_\_\_\_ Department/Storefront Fitness  
Coordinator  
To: Command Fitness Coordinator  
Subj: DEPARTMENT/STOREFRONT MONTHLY SUMMARY REPORT OF WEEKLY  
PHYSICAL TRAINING

MONTH \_\_\_\_\_ DFC \_\_\_\_\_

PERSONNEL ASSIGNED:

NUMBER LIMITED DUTY	_____
NUMBER MEDICALLY WAIVED	_____
NUMBER CDPCP	_____
OTHERS	_____
TOTAL ASSIGNED	_____
NUMBER PARTICIPATING	_____
TOTAL HOURS PT	_____