



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

OPNAVINST 6110.1H CH-1
N15
19 May 06

OPNAV INSTRUCTION 6110.1H CHANGE TRANSMITTAL 1

From: Chief of Naval Operations

Subj: PHYSICAL READINESS PROGRAM

Encl: (1) Revised page 2 of enclosure (5); revised page 4 and new page 4a of enclosure (8); new appendix D to enclosure (8); and revised page 1 of enclosure (9)

1. Purpose. To transmit enclosure (1), which updates fitness progression guidelines for personnel enrolled in the Fitness Enhancement Program due to body composition concerns, provides revised waiver procedures for personnel subject to mandatory Administrative Separation (ADSEP) processing based on Physical Fitness Assessment (PFA) failures, and updates Command Fitness Leader Qualifications.

2. Action

a. Remove page 2 of enclosure (5), page 4 of enclosure (8), and page 1 of enclosure (9).

b. Insert revised page 2 to enclosure (5); revised page 4, new page 4a, and new appendix D to enclosure (8); and page 1 to enclosure (9) from enclosure (1) of this change transmittal.

/s/

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<http://neds.daps.dla.mil>

results, and any special schools and/or training attended (i.e., ShipShape). FEP shall be conducted a minimum of 3 times per week for at least 1 hour during the workday.

(1) For Sailors enrolled in FEP due to BCA concerns, the emphasis shall be placed on decreasing body fat versus weight loss. Adequate progress shall be at least 1 percent of body fat loss per month or a loss of 1-2 pounds of body weight per week (monitored weekly). Body fat reductions of greater than 5 percent per week are unhealthy and should be avoided.

(2) For Sailors enrolled in FEP due to PRT issues, adequate progress may be judged by

(a) Push-ups. An increase in number of repetitions equal to 10 percent of age-appropriate "probationary" standard or one repetition (whichever is greater) per month until attaining "probationary" standard.

(b) Curl-ups. An increase in number of repetitions equal to 10 percent of age-appropriate "probationary" standard or one repetition (whichever is greater) per month until attaining "probationary" standard.

(c) Run. A decrease in time each month equal to at least 10 percent of difference between member's performance on most recent PFA and age-appropriate "probationary" standard.

(d) Swim. A decrease in time each month equal to at least 10 percent of difference between member's performance on most recent PFA and age-appropriate "probationary" standard.

b. If medically cleared, a member's participation in FEP shall be directed and monitored by commands when members:

(1) Exceed Navy upper allowable limit for body fat percentage. (Exception: members who score Outstanding or Excellent on PRT with no single event below "good").

(2) Do not meet or perform better than Navy PRT minimum standards.

(3) Have an overall PRT score of "Probationary".

1. it is the first or second failure in the most recent 4-year period and the CO determines an adverse entry in permanent service record is warranted, or

2. there is cause to believe that the officer is physically unqualified for promotion as a result of PFA failure or,

3. it is the third or greater failure in 4 years.

(c) Original counseling shall be forwarded to COMNAVPERSCOM (PERS-4834) with a copy of fitness report(s) documenting PFA failure.

c. Documentation of written counseling provided anytime prior to member acquiring third PFA failure in a 4-year period is sufficient notice for all administrative actions specified in this instruction.

4. Processing for Administrative Separation (ADSEP). For members who do not achieve prescribed physical readiness standards by failing to pass three PFA cycles in most recent 4-year period, ADSEP is authorized per reference (c) in the following phased approach:

a. July 2005. COs are authorized with ISIC concurrence to initiate ADSEP processing of personnel who, in their judgment, are not trying or indicate they are unwilling to try to meet standards.

b. January 2006. COs shall review personnel who failed the PFA three or more times in most recent 4 years and also failed the Fall 2005 PFA. COs are authorized with ISIC concurrence to initiate ADSEP processing for those who are not making reasonable progress toward meeting standards.

c. July 2006. Personnel who have failed the PFA three or more times in 4 years but passed the Spring 2006 PFA must continue passing PFAs during each subsequent cycle until no

longer possessing three PFA failures in the most recent 4-year period. Mandatory ADSEP processing must be initiated for personnel who failed the PFA three or more times in 4 years and failed the Spring 2006 PFA.

d. The Nuclear Propulsion Program Manager CNO (N133) is the single point of contact on all policy matters relating to Naval Nuclear Propulsion Program personnel. All community management and policy decisions affecting Naval Nuclear Propulsion Program personnel must be referred to CNO (N133) for review and approval. This includes all administrative separation packages that are submitted per this instruction.

e. Waiver requests for special cases may be considered and shall fall into one of the two categories listed below.

(1) Waiver for Progress. Waivers for progress are designed to address those personnel who do not yet meet standards set forth in this instruction but are demonstrating consistent improvement.

(2) Waiver for Readiness. Waivers for readiness are designed to address situations where a member's loss may be detrimental to unit, Fleet or community readiness.

f. Appendix D of this enclosure further defines each waiver category and provides detailed guidance on the waiver process, waiver approval authority, timeliness and reporting requirements for all waiver requests.

g. Any member that meets the criteria for ADSEP processing, regardless of whether they have been granted a waiver, will be subject to all other administrative actions as outlined in this instruction.

ADSEP PROCESSING WAIVER REQUESTS FOR SPECIAL CASES

1. Waiver for Progress. Waivers for progress are designed to address a Sailor's progress in meeting PFA standards. It is the command's responsibility to have an effective Fitness Enhancement Program (FEP) and to accurately record a Sailor's progress or non-progress in the program.

a. Points of consideration for determining progress for body fat reduction and physical conditioning are found in enclosure (5), paragraphs (1) and (2) of this instruction.

b. COs have the authority to grant waivers for progress. Echelon 3 commands and ISICs may issue appropriate guidance and/or periodic reporting requirements for granting progress waivers.

2. Waiver for Readiness. Waivers for readiness are designed to address the impact of the loss of an individual on unit, Fleet, or community readiness.

a. Authority for readiness waivers resides with the Echelon 3 Commander. COs may request a waiver for readiness, through their ISIC, from their respective Echelon 3 Commander.

b. Enlisted Community Managers/Officer Community Managers (ECM/OCM) will serve in an advisory role for each Echelon 3 command. Echelon 3 Commanders will coordinate with appropriate ECM/OCM before making a final determination concerning personnel readiness.

c. The Nuclear Propulsion Program Manager CNO (N133) is the single point of contact on all policy matters relating to Naval Nuclear Propulsion Program personnel. All community management and policy decisions affecting Naval Nuclear Propulsion Program personnel must be referred to CNO (N133) for review and approval.

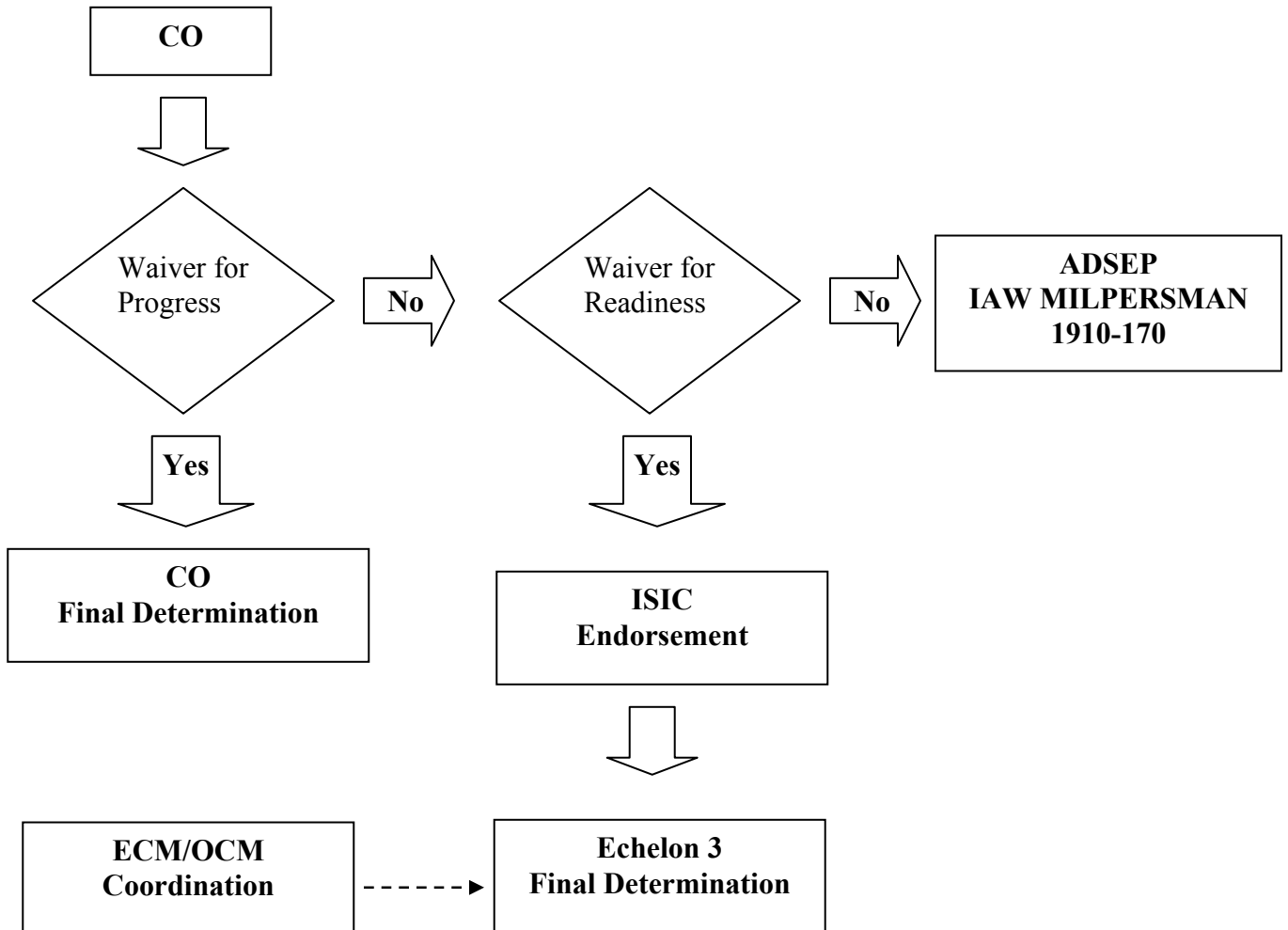
3. Timeline for Waiver Requests. Waiver requests shall be initiated within 14 days of the end of the PFA cycle. The waiver decision authority must determine final disposition within 28 days of receipt of waiver request. COs will

immediately notify any Sailor who is being considered for a waiver and will keep them informed throughout the process of progress.

4. Waiver Expiration. Any waiver granted will remain in effect until completion of the next PFA cycle or until revoked by proper authority.

5. Waiver Reporting and Tracking. Summary report on waivers (number of personnel waived, types of waivers granted) shall be tracked and reported quarterly, via Echelon 3 commands (in case of progress waivers), to the Physical Readiness Program Office CNO (N15).

ADSEP PROCESSING WAIVER REQUESTS FOR SPECIAL CASES
Waiver Flow Diagram



COMMAND FITNESS LEADER (CFL) QUALIFICATIONS

1. CFL Qualifications. Setting the course toward a Navy fitness culture requires leadership from the front. CFL qualifications shall be as follows:

- a. E6 or above preferred.
- b. CPR qualified.
- c. Non-user of tobacco products.
- d. Overall PRT score of "Excellent-Low" or better.
- e. Be within maximum weight for height standards or no more than 21 percent body fat for males or 32 percent for females.
- f. Complete COMNAVPERSCOM-approved CFL certification course.

2. CFL Training. CFL training is a challenging overview providing the practical skills necessary to conduct an effective program afloat and ashore. Personnel successfully completing training receive certification as a CFL. CFL training is conducted on onsite at various Fleet locations; prerequisite course online is located at Navy E-Learning within Navy Knowledge Online at www.nko.navy.mil (TITLE: CFL CERTIFICATION-NAVPERSCOM(CPD-CFL-010)) and covers:

- a. Basic exercise science (physiology, nutrition and weight control, psychology of motivation, program adherence, and stress management).
- b. Physical Readiness Program Administration (PFA procedures, record management, and use of CFL software, safety, etc.)
- c. Exercise programming and organization (coordinating individual and command needs, PT session scheduling, promotion of exercise, space, and equipment utilization).
- d. Coordination of resources available to CFL (MWR, medical department, COMNAVPERSCOM, support commands, etc.)