

DEPARTMENT OF THE ARMY  
Headquarters and Headquarters Detachment  
417th Base Support Battalion  
Unit 26124  
APO AE 09031

AETV-WG-WC

12 December 2003

MEMORANDUM FOR RECORD

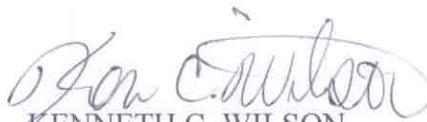
SUBJECT: Policy Letter 6, Physical Fitness Training

1. Soldiers will participate in the physical training (PT) program four times a week. PT will be conducted at consolidated section level. Individual sections will conduct PT on Monday, Tuesday and Wednesday. Section NCOICs are responsible for the conduct of this training.
2. Each section NCOIC, or designated representative, is responsible for conducting section-level PT, holding accountability formation, reporting accountability status to the Detachment Sergeant by 0900 every PT morning, and ensuring that soldiers participate in the program.
3. All soldiers will be prepared to take an APFT at any time. An APFT is the commander's tool to monitor the fitness of his unit and of each soldier. All soldiers should be able to meet the minimum requirements for passing APFT. Be prepared to take a diagnostic or record APFT every quarter. The company will administer all APFTs.
4. Personnel with profiles will participate in the PT program to the limit of their profile. They will also take the APFT in the areas authorized by their profile. Remember that there is no such thing as a "No PT" Profile.
5. Overweight soldiers and soldiers who fail the APFT will participate in special Population PT plan as directed by Detachment Master Fitness Trainer. Special Population PT will concentrate on exercises that will help overweight soldiers to lose weight or APFT failures to pass the APFT or a combination of both, depending on that particular soldier's case. The detachment's Special Population PT program is highly recommended to all section NCOICs as the standard plan to implement into their Section PT programs to maintain the fitness of their section members.
6. Any soldier, who fails the APFT, fails to show up for a record APFT, or fails to meet the weight requirements will be flagged IAW AR 600-8-2, par. 1-13c . Overcoming whatever category mentioned above that you are negligent in will facilitate the removal of the bar and the flag that were imposed upon you.

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7. APFT Incentives Program: An APFT score of 300+ will earn one, 4-day pass. An APFT score of 290-299 will be awarded one, 3-day pass. Passes are to be taken within one month of the APFT and must be on an approved pass form, going through your chain of command. All soldiers who earn a score a 290 or above are authorized to do PT on his / her own, until the next APFT. An APFT score increase of 30 points or more from the last APFT will be awarded two, half days off from duty. The half days will be given at a time determined by the Section NCOIC, and both must be taken within a month of the APFT date. However, you can't have it as your half-day off time. Supervisors will ensure that all soldiers receive this opportunity. Any issues should be brought the Detachment Sergeant or Commander.



KENNETH C. WILSON

CPT, AV

Commanding