

Wellness Program

209.1 PURPOSE AND SCOPE

It is the policy of the San Leandro Police Department to promote wellness among its employees. Exercise equipment will be provided to employees as part of a voluntary Wellness Program. Employees are required to use the equipment in conformance with department policy and rules.

The San Leandro Police Department recognizes the importance of physical fitness for employee health as law enforcement can be physically and psychologically demanding work. Employees who participate in the Wellness Program are expected to act in a manner that is safe, constructive, and in accordance with rules and guidelines.

209.2 FACILITY AND EQUIPMENT

Unless otherwise authorized by the Chief of Police, no other fitness equipment shall be used on the premises.

The Wellness Program Manager or designee will conduct a monthly inspection of the exercise area to check the working order of the equipment and schedule repairs, as needed. The inspection will be recorded in the maintenance log.

209.3 CONDITIONS FOR PARTICIPATION

All employees who wish to participate in the Wellness Program must:

- (a) Submit a signed SLPD "Physician's Clearance Form" to Human Resources. All Physician Clearance Forms expire on June 30, 2015 and must be renewed on an annual basis on July 1st of each year thereafter.
- (b) Submit a signed "Waiver and Release of Liability" to Human Resources.
- (c) Complete a basic orientation of the equipment with a member of the department's wellness staff. The wellness staff will review the equipment and exercise rules with participants.
- (d) The employee will be added to the Wellness Program's master participation list and be eligible to start using the facility.

209.4 RESTRICTIONS

The following rules will be strictly enforced:

- (a) Those who have not complied with all the requirements outlined in 209.3 shall not use any of the exercise equipment.
- (b) Any employee experiencing pain or discomfort while performing exercises shall immediately discontinue participation and notify their immediate supervisor. Resuming an exercise regimen using City equipment may require the employee to submit an updated Physician's Clearance Form.

San Leandro Police Department

San Leandro PD Policy Manual

Wellness Program

(c) Any employee who is on a modified or light duty status may participate in the Wellness Program if they provide an updated Physician's Clearance Form listing any rehabilitative exercises, workout plan, and any limitations placed on the employee while participating in the Wellness Program. Employees must submit an updated Physician's Clearance Form and a signed "Waiver and Release of Liability" form upon return to full duty if they desire to continue to participate in the Wellness Program.

(d) Horseplay is prohibited.

(e) Anyone who abuses the policy or rules is subject to suspension from the program by the Chief of Police.

209.5 SAFETY

(a) There is an Automatic External Defibrillator (AED) and First Aid kit in the fitness area.

(b) Equipment malfunctions or facility maintenance issues shall be reported to a supervisor immediately. Supervisors shall promptly post prominently any notices that can warn others of a potential issue. If such an issue is related to a piece of equipment, such apparatus may not be used until it is repaired.

(c) Any injuries shall be immediately reported to the on-duty supervisor.

(d) All participants must wear shirts, closed-toe athletic shoes and no provocative clothing is allowed.