



DEPARTMENT OF THE NAVY  
SPACE AND NAVAL WARFARE SYSTEMS COMMAND  
4301 PACIFIC HIGHWAY  
SAN DIEGO, CA 92110-3127

SPAWARINST 6110.1B  
09M  
26 Aug 2003

SPAWAR INSTRUCTION 6110.1B

From: Commander, Space and Naval Warfare Systems Command

Subj: SPAWAR HEALTH AND PHYSICAL READINESS

Ref: (a) OPNAVINST 6110.1G  
(b) NAVPERS 15620A, Navy Nutrition and Weight Control  
Self-Study Guide

Encl: (1) Sample - Command Fitness Leader Designation Letter  
(2) Sample - Appointment of Assistant Command Fitness  
Leader  
(3) Sample - Results of Physical Readiness Test  
(4) Remedial Physical Fitness Program from OPNAVINST  
6110.1G

1. Purpose. To implement reference (a) and provide guidance to military personnel assigned to Space and Naval Warfare Systems Command (SPAWAR), supported Program Executive Officers (PEO), and Direct Reporting Program Managers (DRPM) in the SPAWAR Health and Physical Readiness Program.

2. Cancellation. SPAWARINST 6110.1A

3. Discussion. Commander, Space and Naval Warfare Systems Command supports the objectives set in reference (a). All members must recognize their military obligation to maintain the highest degree of health and physical conditioning to ensure operational effectiveness. In addition, physical fitness and proper appearance are in integral part of military bearing and are significant factors with regard to promotion and other administrative boards.

4. Responsibilities

a. SPAWARSYSCOM will designate an officer or senior petty officer as Command Fitness Leader (CFL) utilizing the format provided at enclosure (1). Qualifications for CFL are listed in OPNAVINST 6110.1G and are as follows:

SPAWARINST 6110.1B  
26 Aug 2003

- (1) E-6 or above preferred.
- (2) CPR qualified- proof of current qualification necessary.
- (3) Non-user of tobacco products.
- (4) Overall PRT score of "Excellent Low" or higher.
- (5) Be within maximum weight for height standards or have no more than 21% body fat for males or 32% for females.
- (6) Have completed the NAVPERSCOM approved CFL training course.

b. SPAWARISYSCOM directorate heads will ensure all military personnel in their organization comply with the health and physical readiness standards of reference (a), and will designate an Assistant Command Fitness Leader (ACFL) in writing using enclosure (2). SPAWAR 04 will provide a minimum of 2 ACFLs, PEOC4I and Space will provide a minimum of 1 ACFL, SPAWAR 00/01/02/08/09 (as a group) will provide a minimum of 1 ACFL. All ACFLs will have the same qualifications as the CFL, with the exception of completion of the CFL training course.

c. Command Fitness Leader (CFL) shall be responsible for:

- (1) Training and advising ACFLs and monitoring semiannual physical fitness tests.
- (2) Coordinating the command's remedial exercise program.
- (3) Coordinating with recreational services for the use of facilities.
- (4) Coordinating and submitting results of semiannual physical readiness tests to BUPERS via online database (PRIMS).
- (5) Advising the chain of command on all physical readiness program matters.
- (6) Maintaining updated health and physical readiness educational resources.

(7) Ensuring outstanding performance on the PRT is recognized through Command-wide recognition.

d. Assistant Command Fitness Leaders shall:

(1) Provide a positive example to encourage and promote increased levels of readiness.

(2) Assist the CFL in maintaining current risk factor results on personnel in their organization.

(3) Coordinate medical record screening and medical officer review as necessary.

(4) Conduct semiannual testing of all assigned personnel.

(5) Report results of semiannual tests to the CFL using enclosure (3).

(6) Ensure accomplishment of remedial physical readiness training for personnel in their organization failing to meet physical readiness standards.

(7) Report results of PRT to reporting seniors for inclusion in fitness reports and evaluations in accordance with reference (a).

5. Remediation. Personnel failing to meet the physical readiness standards in reference (a) will take positive steps to bring themselves within standards. The ACFLs will supervise a mandatory remedial program consisting of approved exercises including, but not limited to, calisthenics, jogging, and stretching. Consistent with operational requirements, personnel will be required to participate in three training sessions per week, one-hour minimum per training session. Enclosure (4) provides guidance on remedial fitness training.

6. Physical Readiness Testing

a. Tests will be conducted by the CFL or ACFLs.

b. A minimum of two Cardio-Pulmonary Resuscitation (CPR) qualified individuals will be present (but not participating) during the testing.

SPAWARINST 6110.1B  
26 Aug 2003

c. The CFL will advise ACFLs as to the procedures for conduct of tests.

7. CPR Qualification. The CFL and all ACFLs shall maintain current CPR qualifications. CPR training is conducted by the NTC Branch Medical Clinic Health Promotions Office. Contact phone number is 524-0349.

8. Action. Addressees will comply with the guidance provided in this instruction.

9. Reports

a. ACFLs will submit enclosure (3) to the CFL upon completion of semiannual testing period.

/s/  
K. D. SLAGHT

Distribution:  
SPAWAR List 4

SPAWARINST 6110.1B  
26 Aug 2003

6100  
Ser 09M/  
(date)

From: Commander, Space and Naval Warfare Systems Command  
To: Navy Personnel Command (PERS-657E8), Millington TN

Subj: COMMAND FITNESS LEADER DESIGNATION LETTER

1. The following service member is designated as this command's  
Command Fitness Leader (CFL) as of (date).

COMMAND INFORMATION:

COMMAND NAME: SPACE AND NAVAL WARFARE SYSTEMS COMMAND  
UIC: 42200  
E-MAIL ADDRESS: SPAWARHQDCDO@NAVY.MIL  
ADDRESS: 4301 PACIFIC HIGHWAY, SAN DIEGO, CA 92110  
PHONE NUMBERS (COMM and DSN): COMM:(619)524-7004 DSN: 524-  
7004

CFL INFORMATION:

NAME:  
SSN:  
RANK/RATE:  
E-MAIL ADDRESS:  
PHONE NUMBERS (COMM and DSN): DSN:  
UICs RESPONSIBLE FOR: 42200, 00039, 45590, 44633, 3294A

2. If there are any questions, please contact \_\_\_\_\_ at  
the information above.

*(signature block)*

Enclosure (1)



SPAWARINST 6110.1B  
26 Aug 2003

(date)

MEMORANDUM

From: Directorate Head  
To: SPAWAR 09M

Subj: APPOINTMENT OF ASSISTANT COMMAND FITNESS LEADER

Ref: (a) SPAWARINST 6110.1B

1. In accordance with reference (a), \_\_\_\_\_  
is hereby appointed as the Assistant Command Fitness leader for  
\_\_\_\_\_. \_\_\_\_\_ is CPR qualified (or will be  
qualified by \_\_\_\_\_).

SIGNATURE

Copy to:  
MEMBER  
CFL

Enclosure (2)



SPAWARINST 6110.1B  
26 Aug 2003

(date)

MEMORANDUM

From: Directorate Assistant Command Fitness Leader ( )  
To: Directorate Head

Subj: RESULTS OF PHYSICAL READINESS TEST FOR CODE \_\_\_\_\_

Ref: (a) SPAWARINST 6110.1B

1. In accordance with reference (a), the following results are forwarded for your information/retention:

(1)	NAME	RANK	AGE	SEX	NECK	WAIST	HIP	HT	WT	%BF	S/R	SU	PU	RN/SW	PTS	CAT
	Jones, J.	CDR	46	M	(2)	(2)	N/A	71	185	(2)	Y	75	100	11:24	93	O-H

SIGNATURE

Copy to:

Notes:

(1) This information is maintained/obtained from the CFL PRIMS account.  
(2) If member's weight is less than or equal to the maximum weight listed for their gender (appendix A of reference (a)), members are within body composition assessment standards and percentage body fat determination is not required.

Enclosure (3)



**FITNESS ENHANCEMENT AND WEIGHT MANAGEMENT PROGRAMS**

1. Program Requirements. Effective leadership is critical to success of a command's Physical Readiness Program. All leaders must understand goals of program and be visible and active practitioners of physical fitness. Responsibility for an effective program rests with leadership.

a. COs shall ensure that regular physical training sessions and physical activity become part of daily routine for all Navy members unless medically restricted.

b. The purpose of physical training and daily physical activity is to

(1) Increase overall fitness of Navy personnel.

(2) Ensure safe and effective execution of daily and emergent tasks.

(3) Ensure safe participation in physical activity (organized command physical training, personal training, and recreational activities, PRT)

c. Members shall maintain a healthy and physically active lifestyle, including

(1) Participation in at least three moderately intense physical training sessions per week.

(2) Maintaining a prudent diet. Refer to reference (b) for serving sizes and more information.

d. Commands and members share responsibility for physical fitness. Benefits of regular physical activity are in the best interests of individuals and Navy.

(1) Commands shall incorporate mission and readiness enhancing physical fitness training into normal duty days, consistent with mission requirements.

(2) Organizational, operational, and personal schedules and duties shall be structured to promote use of normal work hours for physical fitness.

(3) Members may also use off-duty time for physical fitness activities.

2. Resources. Members who seek to achieve optimum physical fitness to develop a healthy lifestyle or to meet Physical Readiness Program Standards have a variety of command- and Navy-sponsored programs at their disposal. CFL, Fitness Enhancement Program (FEP), ShipShape, and MWR facilities and fitness professional can aid in structuring a member's FEP to produce the greatest benefit.

3. FEP

a. A FEP is the means through which members improve health and physical fitness using regular physical activities, healthy nutrition, and learning of self-help strategies. A FEP is not exclusively for members who do not meet PFA standards.

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

(1) Exceed Navy upper allowable limit for body fat percentage.

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

(3) Have a body fat percentage equal to age-adjusted standard and score less than "Good-Low" on any PRT event.

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

(5) Are waived from one PRT exercise event and score "probationary" on each of the other two events.

(6) Are waived from two PRT exercise events and score "probationary" on the third event.

c. Participation and monitoring shall continue until members pass two consecutive PFAs with body fat percentage below age adjusted standard and PRT performance of "Good-Low" or better on all events.

d. FEP Characteristics. An effective FEP includes

(1) Activities tailored for body fat loss for members who exceed or are in danger of exceeding BCA standards.

(2) Activities to improve aerobic fitness, muscular strength and endurance, and flexibility.

(3) Methods of monitoring and directing member's participation and improvement.

(a) Administration of this requirement should be delegated to the lowest possible level to allow integration into work schedule with minimal disruption.

(b) Shall be structured so participating members meet or exceed requirements of PFA.

(c) Commands may require a logbook, direct observation, or unit activities to ensure members use duty time in a manner consistent with this requirement. Direct observation is the best indicator of meeting this requirement.

(4) Nutrition education.

(5) Completion of Navy Nutrition and Weight Control Self-Study Guide when members exceed or are in danger of exceeding BCA standards.

(6) Coordinated activities with local and Navy health promotion programs, including Shipshape.

(7) Weekly determinations of body weight and monthly BCAs and PRTs to monitor progress. (FEP BCAs and PRTs do not constitute a PFA.)

(8) Activities beyond regimented, group calisthenics and formation runs.

(9) Activities for and monitoring of members who return to standards.

(10) Provides members with proper amounts of knowledge, self-discipline, command direction, and monitoring to habituate a healthy lifestyle and mission accomplishment.

(11) Is part of command structure.

(12) Employs a variety of leadership skills and training activities.

e. Physical Training (PT)

(1) PT sessions shall be conducted three to five times per week.

(2) PT session shall include activities that promote physical conditioning (moderately intense aerobic, muscular strength and endurance, and flexibility) and are enjoyable so life-long physical activity is fostered. Recreational sports can be included periodically.

(3) A training session shall include

(a) Five to ten minutes of proper warm-up and stretch activities.

(b) Aerobic exercise (resulting in the accumulation of at least 30-40 minutes with heart rate within target training zone).

(c) Flexibility exercises.

(d) Muscular strength and endurance conditioning.

(e) Cool-down activities.

(4) Muscular strength and endurance conditioning should be included as well, but should not become sole focus of required conditioning periods.

(5) Suggested initial maximum for required PT is four sessions per week, 60 minutes duration; members who exceed this maximum are at risk of injury.

(6) Proper attire for PT should include appropriate footwear and clothing suitable for weather conditions. Vinyl, plastic, or rubber (solar) suits to increase sweating, and running or jogging in combat, flight or similar boots may put members at risk for injury and are not appropriate for general PT.

4. PT Principles

a. To promote a lifelong commitment to physical activity and optimum physical fitness and health, an understanding and balanced application of physical training principles is required.

b. Frequency, Intensity, Time and Type (FITT) of exercise factors for a successful conditioning program.

(1) Frequency - physical activity should be conducted three to five times a week for optimal improvement.

(2) Intensity - strenuousness of activity.

(a) Muscular strength and endurance activities.  
Intensity refers to percentage of maximum resistance (weight) used.

(b) Aerobic activities

(1) Target heart rate can be used to gauge work intensity.

(2) Compute a target heart rate training zone by taking member's age and subtract it from 220. This number is average maximum heart rate. Take average maximum heart rate and multiply by 60 and 75 percent (multiply maximum by 0.60 and 0.75). This yields target heart rate training zone that should be maintained during every aerobic exercise period. Heart rate can be determined by feeling heartbeat pulse at wrist or on neck just below angle of jaw.

(3) The following are target heart rate training zones computed at 60 and 75 percent of maximum heart rate for people of different ages:

AGE	TARGET HEART RATE TRAINING ZONE	AVERAGE MAXIMUM HEART RATE
20	120-150 (20-25) *	200
25	117-146 (20-24)	195
30	114-142 (19-24)	190
35	111-138 (19-23)	185
40	108-135 (18-22)	180
45	105-131 (18-22)	175

AGE	TARGET HEART RATE TRAINING ZONE	AVERAGE MAXIMUM HEART RATE
50	102-127 (17-21)	170
55	99-123 (17-20)	165
60	96-120 (16-20)	160
*Numbers in parenthesis represents appropriate range for heart rate counted over a 10-second period.		

(3) Time - time spent on activity

(a) Aerobic activities - 20-30 minutes must be spent for optimal improvement.

(b) Muscular strength activities - three to eight repetitions should be performed for optimal improvement.

(c) Muscular endurance activities - 12 or more repetitions should be performed for optimal improvement.

(d) Flexibility - following adequate warm-up, each stretch should be held for 10-15 seconds and 30-60 seconds during cool-down.

(4) Type - kind of exercise performed

(a) Cardiovascular fitness activities are continuous, rhythmic, and involve large muscle groups. Recommended activities include running, brisk walking, swimming, cycling, stair-climbing, jumping rope, aerobic dance, step routines, rowing, skating, cross-country skiing, and hiking.

(b) Muscular strength and endurance activities are intermittent and involve specific muscle groups. Recommended activities include free weight lifting, resistance-machine workouts, and calisthenics.

c. Body fat decreasing activities

(1) Curl-ups, sit-ups, or abdominal crunches will not reduce size of abdominal or natural waist measurement. Waist measurement decreases as overall body fat is lost.

(2) Loss of fat is promoted by continuous, low to moderate intensity aerobic activities performed for 40 or more minutes four or more days per week. If a continuous 40-minute period is not feasible, roughly the same result may be gained by accumulating 40 minutes of exercise over several periods, for example, two 15-minute sessions and one 10-minute session.

(3) If exercise is too difficult, it is unlikely to be continued long enough to consume stored fat. Also, a slower pace (brisk but not breathless) is more tolerable and more likely to promote exercise sessions throughout the year. Members should be able to talk to exercise partner without much difficulty.

(4) Weight training should be included in a body fat reduction program. Lifting weights or using resistance machines helps maintain or increase muscle, and muscle consumes energy even at rest. Increasing muscle can reduce body fat percentage, even if body weight does not change very much; however, resistance training only compliments long duration aerobic activity and should not be relied on to reduce overall body fat.

(5) A critical element of weight or body fat control and optimal physical performance is proper nutrition. Navy does not condone extreme or starvation diets.

d. Warm-up and cool-down activities. Examples of recommended warm-up exercises follow:

(1) Walk/Jog

(a) Intermittent activity (30-second walk; 30-second jog).

(b) Two to five minutes total.

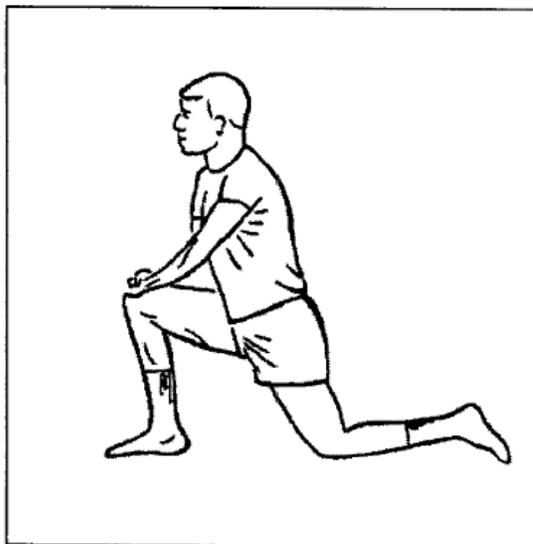
(2) Whole body calisthenics

(a) Jumping jacks.

(b) Low repetitions.

(c) Adequate rest or walking between exercises.

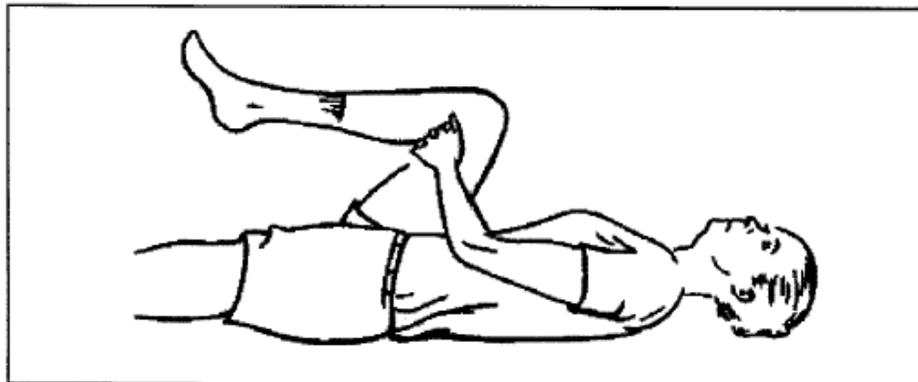
(3) Flexibility



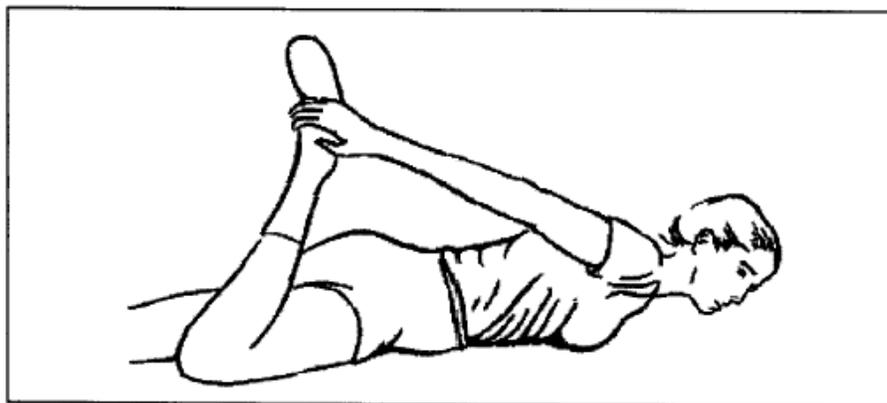
(a) Hip flexor stretch: Kneel as shown with hands on knee. Slowly push hips toward the floor. Hold 20 seconds. Switch legs and repeat.



(b) Groin stretch: Sit with soles of feet together as shown, with hands around feet. Sit up straight and press knees toward floor. Lean forward and hold 20 seconds. Relax and repeat.



(c) Lower back stretch: Lie on back as shown. Pull one knee toward chest. Hold 20 seconds. Do twice for each leg.



(d) Quadriceps stretch: Lie on stomach as shown. Pull foot toward buttocks. Hold 20 seconds. Do twice for each leg.



(e) Achilles tendon and calf stretch: Stand facing wall. Place palms of hands flat against wall. Feet should be about 12 inches apart. Bend right knee with left leg straight behind. Keep left heel on floor with toes pointing straight ahead. Slowly move hips forward until a stretch is felt in calf of left leg. Hold for 15-30 seconds. Repeat with right leg. Stretch should not be felt in calf and Achilles tendon. Variation: Begin in position described above. Bend left knee (rather than keeping it straight), keeping heel on floor. Stretch should be felt in Achilles tendon.

5. ShipShape (BUMED-approved Weight Management Program)

a. ShipShape offered by medical department is designed to provide personnel with basic knowledge of nutrition and effective techniques for healthy eating.

b. Attendance is open to personnel who exceed or are in danger of exceeding BCA standards, and are recommended by COs.

c. Upon completion of ShipShape:

(1) Members and commands shall receive a course summary that includes a plan identifying goals and means of monitoring progress. If not provided, CFLs shall enter results of FEP-required BCAs and PRTs in PRIMs.

(2) COs shall monitor members following program completion.

(a) Member's body composition shall be assessed regularly, at a minimum, on a monthly basis.

(b) Members shall receive appropriate support and access to MWR, medical department, and other organization facilities and staff to meet goals of plan.

(3) Requirements of weight management program, such as dietary discretion and physician-recommended exercise, shall continue to be followed for members with normal, low-risk pregnancy.