DEPARTMENT OF THE NAVY
COMMANDER NAVAL RESERVE FORCE
NEW ORLEANS, LOUISIANA 70146-5000

COMNAVRESFORINST 6110.2A
009A
31 JAN 1994

COMNAVRESFOR INSTRUCTION 6110.2A

Subj: HEALTH AND PHYSICAL READINESS PROGRAM

Ref: (a) OPNAVINST 6110.1D
(b) MILPERSMAN 3630800
(c) MILPERSMAN 3620250
(d) BUPERSINST 1611.17
(e) BUPERSINST 1616.9A
(f) BUPERSINST 1001.39A
(g) COMNAVRESFORINST 1001.5
(h) NAVADMIN 071/93
(i) ALNAVRESFOR 015/93

Encl: (1) Administrative Policies, Procedures and Responsibilities
(2) Sample NAVPERS 1070/613; Administrative Remarks

1. Purpose. To provide standardized policy and guidance for the Physical Readiness Program in the Naval Reserve. This instruction provides specific procedures for administering the program to Selected Reservists (SELRES). It should be reviewed in its entirety.

2. Cancellation. COMNAVRESFORINST 6110.2

3. Background. To provide a ready force, the need for SELRES to be capable of withstanding physical stress and maintain a healthy life-style must continue to be emphasized. Excess bodyfat and poor physical conditioning are serious detriments to an individual's health, longevity and stamina. Inability to comply with body fat standards and Physical Readiness Test (PRT) requirements not only negatively affect an individual's health, but are conditions for likely removal from active Reserve service.

4. Discussion. Drilling Reservists are required to maintain the same fitness standards, outlined in reference (a), as their active duty counterparts. Because of the limited time Reservists are available for duty, the focus must be on individual responsibility for personal health and physical conditioning.

5. Policy

a. Personal responsibility for physical conditioning and compliance with body fat standards will be relegated to the individual Reservist.

b. Commanding officers of Naval Reserve Activities (NRAs) are accountable for the successful administration of the PRT program for all SELRES members and units in their claimancy.

c. It is the responsibility of the NRA to provide the support necessary for SELRES to comply with the requirement to perform two semiannual PRTs.

6. Action. All Reserve commands will develop a strong, vigorous, and equitable physical readiness program per references (a) through (i), and follow the additional administrative policies and procedures in enclosures (1) and (2) of this instruction.

7. Forms. The following forms mentioned within are available through the Navy Supply System using requisitioning procedures in the NAVSUP P2002.

a. OPNAV 6110/1 (Rev. 1-88), Command Physical Readiness Test Summary, (S/N 0107-LF-061-1006).

b. OPNAV 6110/2 (Rev. 1-88), Risk Factor Screening/Physical Readiness Test Results (S/N 0107-LF-061-1011).

8. Reports. The following reports are controlled and approved for continuance per reference (a).

a. Report control symbol OPNAV 6110-3 has been assigned to the Command Physical Readiness Test Summary.

b. Report control symbol OPNAV 6110-4 has been assigned to the Risk Factor Screening/Physical Readiness Test Results.

J. G. KUCHINSKI, JR.
Chief of Staff

Distribution: (COMNAVRESFORINST 5216.1J)
List A (A3 (N095 only), A5 only)
B1 (less FR12, FR13, FR17)
B2 (FR3, FR4, FR5, FR9, FR10, FR11, FR14, FR15, FR16, FR18, FR20, FR23, 2621, 2622, 23C3A, 26B3A1, 26B3B1, C61B, LANT/PACREP COMNAVAIRESFOR LIAISON only)
Cl (less 29B1)
C2 (less 39B1, 39B2, 39C2, 39E1)
D
E2 (26W1A, 26QQ1, 26QQ2, 26TTT only)
E4 (FA6, FB7 only)
E6 (FJB1 only)
E8 (FT6, FT46 only)
F1
F2

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COMNAVRESFOR (Code 01A)

ADMINISTRATIVE POLICIES, PROCEDURES AND RESPONSIBILITIES

1. Use of computer software. NRA will use the official PRT software provided by the Bureau of Naval Personnel for the administrative recordkeeping of the PRT program. Summary reports required by reference (a), created by the software, are to be submitted as directed. Unit reports are to be consolidated and submitted under the parent Naval Reserve active unit identification code.

2. The OPNAV 6110/2 (pink folder). Custody, maintenance and accountability of the OPNAV 6110/2 for SELRES is the responsibility of the NRA. This responsibility may be delegated to the commanding officer of attached units, at the discretion of the NRA commanding officer. At the time of a member's periodic physical examination, Section A of OPNAV 6110/2 must be completed and signed by an Authorized Medical Department Representative (AMDR). Because many Reserve activities do not have a local AMDR, care must be taken to ensure that Reservists take the pink folder with them when proceeding to attain a periodic physical exam.

a. If for any reason an AMDR signature has not been entered on Section A, a corpsman may complete this section, after reviewing the member's health record and ensuring that the individual has been found fit for duty during the last periodic physical and no other factors since that time exist that would prevent participation in all or part of the PRT.

b. Any individual response answered "yes" in Section B of OPNAV 6110/2 is to be referred to an AMDR for medical clearance before participating in the PRT.

3. Body fat measurements. The official body fat measurement of SELRES may be taken during the calendar month prior to the month of the PRT.

4. Remedial PRT program. SELRES found exceeding body fat standards or failing the physical fitness test are to acknowledge their status by a signed page 13 service record entry (NAVPERS 1070/613) advising them of this finding and placing them in a command directed level I personal remedial fitness program. Enclosure (2) of this instruction provides correct wording for this entry.

a. A command directed level I remedial fitness program is a two-step process of guidance and monitoring. Actual execution of the fitness program is the responsibility of the individual Reservist who executes the plan as a daily life-style change that includes exercise and proper nutrition. A member is removed from this program after passing the next official PRT.

b. Step one is to provide the Reservist with material on fitness and effective nutrition so that they can develop their own exercise/diet plan. Reference (a) and the Navy Physical Conditioning Guide (NAVPERS 15603) provide a list of educational resources for the command to have available for its members in the level I remedial program. If a certified exercise leader is available, a specific exercise plan is to be provided to the member. Also, if a dietitian is available, a specific dietary plan is to be provided.

c. Step two is monitoring. Remedial members who failed the body fat measurement are to have their body fat percentage monitored each month in which they drill. The results are to be recorded and provided to the unit commanding officer. This documentation is to accompany any subsequent package for administrative separation due to a PRT failure.

d. Remedial physical exercise programs prescribed to SELRES once per month as an extended drill are potentially dangerous and generally do not increase fitness nor decrease an individual's body fat. Such programs are not authorized.

5. Transfer of out-of-standard personnel

a. Transfer between units is authorized up to and including the second PRT failure during a 4 year period. After a third failure, separation processing is to be initiated, and transfer between units is no longer authorized.

b. Transfer to a Voluntary Training Unit (VTU) or to any nonpay status due solely to a member not meeting the Navy’s physical readiness standards is not authorized.

c. For individuals requesting transfer to the Individual Ready Reserve who have recorded a PRT failure, ensure their transfer evaluation and/or fitness report reflects their current Physical Readiness Status and that all Administrative Remarks page 13's (NAVPERS 1070/613) are filed in the member’s service record. The progressive 4 year period continues while the member is in the Individual Ready Reserve. There is no “clean slate” concerning PRT status if the member reaffiliates with a drilling unit.

6. New affiliates. The fitness test is optional for members affiliated with the Naval Reserve less than 10 weeks. Body fat measurements, however, must be taken if a scheduled PRT occurs during this period and those exceeding standards count as a program failure. Use the coded entry "N/Bodyfat" on Reports of Fitness (block 73) and Enlisted Performance Evaluations (block 20) for members who choose not to participate and enter the reason in the narrative.

7. VTU. In that members of the VTU must be ready for assignment to an open billet at any time, they must also meet the same physical standards as SELRES.

8. Training. Reserve activities shall conduct General Military Training at least once per year on physical fitness and proper nutrition education, stressing a combination of healthy food choices, exercise, and life-style change.

ADMINISTRATIVE REMARKS
NAVPERS 1070/613 (REV. 10-81)
S/N 0106-LF-010-6991

SHIP OR STATION

SAMPLE NAVPERS 1070/613: ADMINISTRATIVE REMARKS

_____ I have been officially notified that I have failed to meet the Navy's
(DATE) Physical Readiness Standards. I hereby acknowledge that I have been placed in a command directed Level I Remedial Health and Physical Readiness program and that I am personally responsible for attaining the prescribed level of fitness necessary to meet Navy standards through a personally developed plan of exercise and diet. The following requirements and information have been provided to me:

_____ 1. The requirement to be cleared to participate in an exercise program by an
(INITIALS) authorized medical department representative.

_____ 2. The requirement to have my body fat percent measurement taken monthly to
(INITIALS) monitor my progress (only for body fat failures).

_____ 3. Information on available onboard material to assist me in developing a
(INITIALS) physical fitness program.

_____ 4. Information on available onboard material to assist me in developing a low
(INITIALS) fat diet.

5. Additionally:

_____ I understand that an adverse evaluation or fitness report entry will be made;
(INITIALS) that I may lose my eligibility for advancement or promotion or that my advancement or promotion can be delayed; that I may be disqualified from participating in special programs.

_____ I understand that I am not eligible to participate in further Physical
(INITIALS) Readiness Testing or to participate in annual training, active for duty training and/or inactive duty training travel until I am cleared to do so by an Authorized Medical Department Representative.

_____ I understand that this is my (first, second) failure; and if I should fail
(INITIALS) three times during a progressive 4 year period, I will be processed for administrative separation.

WITNESS: _____ _____
(SIGNATURE OF COMMAND FITNESS COORDINATOR) (SIGNATURE OF MEMBER)

NAME *(Last, First, Middle)*	SSN	BRANCH AND CLASS

*U.S. Government Printing Office: 1985-605-009/26675 2-1