

**BY ORDER OF THE COMMANDER  
AIR FORCE RESERVE COMMAND**



**AIR FORCE INSTRUCTION 34-266**

**AIR FORCE RESERVE COMMAND  
Supplement**

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**Services**

**AIR FORCE FITNESS AND  
SPORTS PROGRAMS**

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This supplement implements and extends the guidance of Air Force Instruction (AFI) 34-266, 24 September 2007, *Air Force Fitness and Sports Programs*. Air Force Reserve supplementary material is indicated by (AFRC) in boldface type. It applies only to Air Force Reserve Command (AFRC) installations and assigned units; and AFRC units collocated on active duty installations, National Guard installations, or off-base facilities. This supplement describes Air Force Reserve procedures and guidance to be used in conjunction with the basic instructions. This instruction provides direction and guidance to AFRC installations and units considering or currently operating a Unit Physical Training Facility (formerly Mini Fitness Center) located at their unit work area and outside the scope and oversight of Services-operated Fitness Center facilities. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123 (will convert to AFMAN 33-363), *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afrims.afm.af.mil/>.

**SUMMARY OF CHANGES**

A new AFI 34-266 has been published. Paragraphs 1.2.2, 1.2.2.1, 1.2.2.2., and 1.2.2.2 have been renumbered to **1.3.3.**, **1.3.3.1. (Added)**, **1.3.3.2. (Added)**, and **1.3.3.3. (Added)** to align with the basic instruction.

**1.3.3. Unit Physical Training Facility (UPTF) (Note: UPTF supersedes the term mini fitness center).** The installation Commander authorizes UPTFs (unit owned, funded, and maintained fitness areas not operated by the Services squadron/division) when he/she validates the installation's fitness facilities cannot meet the requesting unit's requirements. The number of UPTFs should be kept to a minimum and approved only when circumstances warrant their existence. Request for a UPTF are submitted by the Unit Commander to the Installation Commander, after coordination with the Services Commander/Division

Chief of the installation. UPTFs must be equipped commensurate with Air Force fitness equipment Golden Eagle Standards (GES). All equipment must be of commercial grade/quality. Units approved to operate a UPTF will coordinate with the base Fitness Center Director to purchase equipment and maintenance contracts using Allowance Standard 410, Allowance ID 410COOB, and in accordance with manufacturer's recommendations.

1.3.3.1. (Added) Free weights, such as weight plates that are hand loaded onto weight bars, are not permitted for use in UPTFs. When UPTFs are located within a hanger, maintenance area, or other unique work environments, fitness equipment must be located on the ground floor of the facility. Fitness equipment will not be located on balconies, mezzanines, catwalks, or other raised platforms.

1.3.3.2. (Added) Rules and restrictions governing use of the UPTF must be developed and posted in plain view in the fitness area. Signage will include emergency phone numbers for medical assistance in the event of an emergency. A member of the unit will be designated as the UPTF Safety Monitor to assure equipment and area is maintained in a safe and usable condition. There must be at least three unit personnel trained (one per shift) in cardiopulmonary resuscitation (CPR), basic first-aid, and the use of automatic external defibrillator (AED). A basic first-aid kit, AED, and phone will be located in the immediate area of the UPTF.

1.3.3.3. (Added) An operating instruction (OI) will be developed by the unit operating a UPTF to outline rules, requirements, and guidance associated with the operation, equipment, safety, and use of the fitness equipment and area. The OI will be maintained in the immediate area of the UPTF.

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

*Abbreviations and Acronyms*

**AED**—Automatic External Defibrillator

**AFRC**—Air Force Reserve Command

**GES**—Golden Eagle Standards

**HQ AFRC/A1S**—Headquarters, Air Force Reserve Command Services Division

**HQ AFRC/A1SP**—Headquarters, Air Force Reserve Command Programs Branch

**ID**—Identification

**OI**—Operating Instruction

**RDS**—Air Force Records Disposition Schedule

**UPTF**—Unit Physical Training Facility

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Commander