

**BY ORDER OF THE COMMANDER
443D AIRLIFT WING**



**DEPARTMENT OF THE AIR FORCE
MANUAL 36-2905
433 AIRLIFT WING
Supplement
8 NOVEMBER 2021**

FITNESS PROGRAM

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This supplement implements and extends the guidance of Department of the Air Force Manual (DAFMAN) 36-2905, Fitness Program. It provides guidance that defines and implements specific procedures and policies applicable to all members assigned and or serviced by the 433d Airlift Wing (AW) who are located at Joint Base San Antonio, Lackland AFB, TX. Geographically Separated Units (GSU) serviced by the 433d Airlift Wing (AW) should follow the guidance of their local servicing Fitness Assessment Cell (FAC). Failure to comply with the publication is punishable as a violation of Article 92, of the Uniform Code of Military Justice (UCMJ). This publication may not be supplemented or further implemented/extended. The authorities to waive wing/unit level requirements in this publication are identified with a Tier T-3 requirement. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the publication Office of Professional Responsibility (OPR) for non-tiered compliance items. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force. Refer recommended changes and questions about this publication to the OPR using the Air Force Information Management Tool (AFIMT) Form 847, *Recommendation for Change of Publication*; route AF IMTs 847 from the field through the appropriate functional's chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Department of the Air Force Instruction 33-360, *Publications and Forms Management*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afrims.amc.af.mil/>.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. The summary of changes includes adding a Physical Training Leader (PTL) Matrix to identify the number of PTLs required per unit; changed the notification process and timeframe to verify PTL assistance for Unit Training Assembly (UTA) assessments; revised Continuity Binder requirements to meet Staff Assisted Visit (SAV) and Management Internal Control Toolset (MIC-T) standards; Managing Physical Training Leader (MPTL) requirement are eliminated; Unit Fitness Program Managers (UFPMs) will be granted Fitness Assessment Cell (FAC) roles to assist with fitness data entry; PTLs are authorized to conduct official assessments if they belong to a unit that elects for internal testing, but they will turn over official scoresheets to be entered by wing FAC or UFPM personnel; Unit PTLs will not conduct Fitness Assessments (FAs) during times that may interfere with official wing FAs; PTLs must be able to produce all required documents to their UFPM prior to being scheduled for PTL training course; revised Not Current participation requirements and authorizes Commanders to take corrective actions as they deem appropriate; deleted approval authorities for members who are overdue for their fitness assessment.

Chapter 2

ROLES AND RESPONSIBILITIES

2.11. 433d Airlift Wing Commander.

2.11.14.1. **(Added)** All Commanders are authorized to allot up to 1 hour per unit training assembly and up to 1 hour daily for annual tours, and special tours in order for members to participate in either individual or organizational physical training activities.

2.13. 433 FSS Serviced Commands and Units.

2.13.2.1. **(Added)** Ensure that all assigned UFPM and PTLs obtain all Basic Life Support (BLS) and/or Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED) on a biennial basis and provide certification documentation to 433 FSS/FSV through the vFSS ticketing system at <https://afrc.eim.us.af.mil/sites/433aw/vFSS/SitePages/Home.aspx> and selecting “Services - Fitness”.

2.13.2.2. **(Added)** Appoints two Unit Fitness Program Monitors (UFPM) in writing. One (1) UFPM should be in a full-time status (ART, Civilian, AGR) unless the Traditional Reservist UFPM(s) demonstrates adequate weekday responsiveness to the Commander's needs.

2.13.2.3. **(Added)** Appoints, at a minimum, the number of Physical Training Leaders (PTLs) indicated in the following table according to the unit's population. PTLs may assist with wing testing for a minimum of one year but may assist longer based on the needs of the Wing.

Table 2.13. (Added) Physical Training Leader Matrix.

Number of members in unit	Minimum number of PTLs per unit
< 100	4
101 – 150	5
151 – 200	6
201 – more	7

2.18. Fitness Information Manager.

2.18.3. **(Added)** Develops a 433d Airlift Wing fitness supplement to give guidance to Units, Groups and Tenants assigned to and/or serviced by the 433d Airlift Wing. Supplement will be reviewed whenever there is a change to Air Force Manual (AFMAN) 36-2905 or every two years, whichever occurs first, for currency and applicability.

2.18.4. **(Added)** Will serve as the Fitness Program Manager for the 433d Airlift Wing.

2.18.5. **(Added)** Will assign MyFitness roles and privileges to authorized personnel upon receipt of a completed DD2875, System Authorization Access Request, myFitness User Agreement, and Written Order for Duties Associated with Air Force Fitness Program, and will oversee the use of the MyFitness system.

2.19. Fitness Program Manager.

2.19.8. **(Added)** Maintains current appointment letters, CPR/AED/BLS certifications, and documentation of training requirements for all Wing UFPMs and PTLs in the 433d Airlift Wing Fitness Program Continuity binder.

2.19.9. **(Added)** Maintains inventories of FA related equipment, conducted annually by FAC staff, ensuring supplies are adequate and equipment is operating correctly.

2.19.10. **(Added)** Ensures that quarterly fitness program meetings are held to keep all UFPMs/PTLs current on any fitness matters.

2.21. Unit Fitness Program Manager.

2.21.10.1. **(Added)** Conducts monthly meetings with all airmen who have Physical Fitness Program (PFP) case files and reviews their current fitness status.

2.21.17. **(Added)** Meet all requirements to obtain and maintain UFPM and FAC access to MyFitness.

2.21.17.1. **(Added)** Provides individual and unit fitness reports to unit leadership upon request.

2.21.17.2. **(Added)** With unit Commander approval, inputs all unit conducted FA scores and exemptions into MyFitness within five (5) duty days of submission. Maintains all pertinent records associated with MyFitness inputs. Commander approval must be documented and submitted to FIM on a signed memorandum for record.

2.21.18. **(Added)** Notifies the FIM of updates to the unit's UFPM and or PTL appointment roster. Supplies FIM with copies of all appointee's CPR/BLS training, PTL-A, and PTL-B certifications.

2.21.19. **(Added)** Maintains continuity files that meet SAV and MIC-T checklist requirements.

2.24. Fitness Assessment Cell (FAC).

2.24.16. **(Added)** FAC members will wear the designated uniform of the day while conducting PFAs. FAC members are authorized to wear the FAC duty identifier patch on the left sleeve of their OCP uniform.

2.26. Physical Training Leader (PTL).

2.26.4. **(Added)** With unit Commander approval, PTLs are authorized to conduct official unit FAs. Commander approval must be documented and submitted to FIM on a signed memorandum for record.

2.26.4.1. **(Added)** If the unit Commander has not authorized the UFPM FAC access, all unit conducted FA scores will be turned over to the UFPM for MyFitness entry. Scores will be submitted on an AF Form 4446 through the "Services – Fitness" option in the vFSS ticketing system.

2.26.4.2. **(Added)** PTLs will not conduct unit FAs in a manner that interferes with the Wing FAC's ability to conduct assessments on UTAs.

Chapter 3

OFFICIAL FITNESS ASSESSMENT

3.13. Illness of Injury.

3.13.3. **(Added)** Report all emergencies by calling 911 first and when time permits, contact the 433 AW Command Post at (210) 925-4330 and member's First Sergeant.

3.13.4. Airmen electing to seek medical assistance due to a fitness assessment injury must notify the 433 AMDS LOD Manager and 433 AW/SE as soon as possible

Chapter 4

EXEMPTIONS

4.2. Exemptions.

4.2.6. (Added) 433d Airlift Wing Commander has directed HPCON based component exemptions as outlined in [Table 4.2](#).

Table 4.2. (Added) HPCON Exemptions.

Health Protection Condition	Threat Level	FA Testing Guidance
HPCON 0	ROUTINE - No Community Transmission	<p>FAC and Unit Testing Available.</p> <p>FAC/PTLs will screen members using standard FSQ. Members exhibiting an illness/injury are to notify their UFPM or CCF prior to reporting for duty. The unit will determine if the member will report for duty.</p> <p>Members tested on all components.</p> <p>FAC testing only available on A-team Unit Training Assembly (UTA) weekends.</p> <p>Unit PTL testing based on CC established guidelines.</p> <p>AF4446 processing/MyFitness completed by FAC only.</p> <p>UFPM and PTL certification/training issued by FAC.</p>
HPCON A	LIMITED - Community Transmission Beginning	<p>Limited FA Testing will be conducted.</p> <p>FAC and Unit testing can be conducted.</p> <p>FAC Personnel will conduct medical screening.</p> <p>Members exhibiting an illness/injury are to notify their UFPM or CCF prior to reporting for duty. The unit will determine if the member will report for duty.</p> <p>FAC/PTLs will also screen members using FSQs.</p> <p>Members tested on muscular strength components.</p> <p>Members receive 6 month CC cardio exemption.</p> <p>Limited UFPM/PTL training/certifications available.</p>
HPCON B	MODERATE - Increased Community Transmission	<p>Limited FA Testing will be conducted.</p> <p>Units encouraged to self-test.</p> <p>Trained Unit personnel will conduct medical screening.</p> <p>PTLs will also screen members using FSQ.</p> <p>Members exhibiting an illness/injury are to notify their UFPM or CCF prior to reporting for duty. The unit will determine if the member will report for duty.</p> <p>Members tested on muscular strength components.</p> <p>Members receive 6 month CC cardio exemption.</p> <p>Limited UFPM/PTL training/certifications available.</p>
HPCON C	SUBSTANTIAL - Sustained Community Transmission	<p>No fitness testing will occur. All members due for FA will receive a CC exemption for all components for a period of 6 months or IAW HAF or MAJCOM guidance.</p>

HPCON D	SEVERE - Widespread Community Transmission	No fitness testing will occur. All members due for FA will receive a CC exemption for all components for a period of 6 months or IAW HAF or MAJCOM guidance.
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Commander, 433d Airlift Wing

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

DAFMAN 36-2905, *Fitness Program*

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*, 7 February 2020

AFI 36-3206, *Administrative Discharge Procedures for Commissioned Officers*, 9 June 2004

AFI 36-3208, *Administrative Separation of Airmen*, 9 July 2004

AFI48-133, *Duty Limiting Conditions*, 7 August 2020

DAFI 33-360, *Publications and Forms Management*, 1 December 2015

Adopted Forms

AF Form 108, *Physical Fitness Education and Intervention Processing*

AF Form 4446, *Air Force Fitness Assessment Scorecard*

AF Form 4446A, *Air Force Physical Fitness Screening Questionnaire (FSQ)*

AF Form 469, *Duty Limiting Condition Report*

AF Form 847, *Recommendation for Change of Publication*

DD Form 2875, *System Authorization Access Request*

myFitness User Agreement

Written Order for Duties Associated with Air Force Fitness Program

Abbreviations and Acronyms

AED—Automated External Defibrillator

AGR—Active Guard Reserve

AMDS—Aerospace Medical Squadron

ART—Air Reserve Technician

BLS—Basic Life Support

CPR—Cardiopulmonary Resuscitation

FA—Fitness Assessment

FAC—Fitness Assessment Cell

FIM—Fitness Information Manager

FIP—Fitness Improvement Program

FM—FAC Manager

GSU—Geographically Separated Unit

HPCON—Health Protection Condition

PFPP—Physical Fitness Program

PTL—Physical Training Leader

UFPM—Unit Fitness Program Manager