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# MODEL PHYSICAL ACTIVITY POLICY

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## PHYSICAL ACTIVITY POLICY

Date of approval: \_\_\_\_\_

Effective date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Supersedes: Policy# \_\_\_\_\_

### Purpose

This policy establishes guidelines to promote a work environment that increases opportunities for employees to engage in physical activity. Regular physical activity is one of the most effective disease prevention behaviors. Physical activity programs reduce depression; improve stamina and strength; reduce obesity when combined with diet; and reduce risks of high blood pressure, elevated blood lipids, stroke, and type 2 diabetes.

### Policy

[NAME OF FACILITY/ORGANIZATION] is committed to increasing opportunities for employee fitness and reducing barriers to such efforts.

1. Activities, meetings and functions sponsored by [NAME OF FACILITY/ORGANIZATION] scheduled for more than 1½ hours should include walk or stretch breaks on the agenda. If appropriate, walking/moving meetings may be scheduled.
2. Supervisors are encouraged to allow flexible employee schedules to incorporate physical activity into the work day. Such flexibility is subject to [NAME OF FACILITY/ORGANIZATION] operational constraints, official hours of work, and the needs of the public.
3. Use of stairs should be encouraged with point of decision signs posted near stairwells and in elevators.
4. Supervisors should urge employees to utilize the resources provided by [HEALTH INSURANCE PROVIDER] and any [NAME OF FACILITY/ORGANIZATION] wellness program opportunities. Programs and resources include:
5. Health screenings that include the measurement of fitness levels (BMI, blood pressure, lipid testing, etc.);
  - Brown bag lunches on a variety of topics including fitness/physical activity;
  - Fitness challenges and lunchtime walking/running clubs;
  - Discounts on memberships in local fitness centers;
  - Diabetes prevention and weight reduction programs for qualified employees with no co-pay.

## Scope

This policy is applicable to all [NAME OF FACILITY/ORGANIZATION] departments and entities.  
Administration  
Supervisors are responsible for promoting an environment that supports employee physical activity.

## References

- Steps to Wellness: A Guide to Implementing the 2008 Physical Activity Guidelines for Americans in the workplace

[www.cdc.gov/nccdphp/dnpao/hwi/downloads/Steps2Wellness\\_BROCH14\\_508\\_Tag508.pdf](http://www.cdc.gov/nccdphp/dnpao/hwi/downloads/Steps2Wellness_BROCH14_508_Tag508.pdf)

- Regular physical activity as one of the most effective disease prevention behaviors  
<https://www.cdc.gov/workplacehealthpromotion/health-strategies/physical-activity/index.html>  
WORK SPECIFIC.

Based on the needs of your facility/organization, here are some resources that can be added to the policy language offered above:

- Activity Bursts Everywhere (ABE) offers physical activity implementation examples.

<http://abeforfitness.com/index.html>

- Paid time off (PTO) for physical activity

In the same way that some organizations provide employees with a certain number of PTO hours they can use for volunteer work or preventative health care, your organization may want to provide employees with a certain number of physical activity PTO hours to use each month.

- Employer matching

This approach is similar to employer matching of employees' charitable contributions; Employers are provided with 30 minutes of paid time for physical activity for every 30 minutes of activity the employee puts in on his/her personal time (you can limit this up to 2 paid hours per week).

You could have employees submit a physical activity plan to Human Resources (HR) in order to "qualify" for the matching time.

- Incorporate exercise opportunities into internal computer systems, to prompt employees to take a walking break, moving break, or to engage in a few desk exercises.

## Resources:

- Eat Smart, Move Smart North Carolina, Physical Activity Policy:

<http://www.eatsmartmovemorenc.com/PhysicalActivityAndHealthyEatingPolicy/PhysicalActivityAndHealthyEatingPolicy.html>

For more resources or specific questions, please contact:

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