

USE OF EXERCISE ROOM	Document Number	GO 811
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1. PURPOSE

The purpose of this policy is to establish the regulations governing the use of police exercise facilities.

2. PERSONS AFFECTED

All department personnel.

3. POLICY

It shall be the policy of the Hawai'i Police Department that the availability of police exercise rooms serve to promote physical fitness and conditioning for members of the department, and to help create a healthy environment among members. Members are encouraged to utilize these facilities and equipment.

4. DEFINITION

Immediate Family – member's spouse or domestic partner, and a member's child.

4.1. Domestic Partner – person in a spouse-like relationship with a member who meets the following requirements:

- 4.1.1. Intend to remain in a domestic partnership with each other indefinitely;
- 4.1.2. Have a common residence and intend to reside together indefinitely;
- 4.1.3. Jointly and severally responsible for each other's basic living expenses incurred in the domestic partnership;
- 4.1.4. Neither are married nor a member of another domestic partnership;
- 4.1.5. Not related by blood in a way that would prevent them from being married to each other in the State of Hawai'i;
- 4.1.6. Both at least 18 years of age and mentally competent; and

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4.1.7. Consent to the domestic partnership has not been obtained by force, duress or fraud.

4.2. Child – member’s child that meets the following requirements:

4.2.1. Over the age of 14 and under the age of 26;

4.2.2. Unmarried;

4.2.3. If the child is over the age of 18, the child shall be a full-time student with an accredited college, university, or technical school; and

4.2.4. If the child is incapable of self-support due to mental/physical incapacity that existed prior to age 19, the child may be over the age of 25 and is not required to be a full-time student.

5. RESPONSIBILITIES

5.1. Captain of Administration

5.1.1. The Captain of Administration shall have immediate control and supervision of the exercise room at the Public Safety Building.

5.1.2. The Captain of Administration shall enforce all rules and regulations governing the use of the exercise room.

5.1.3. The Captain of Administration shall have the authority to close the exercise room for periods of time, when warranted.

5.2. District Commanders

5.2.1. District Commanders shall have immediate control and supervision of the exercise room at their respective district facilities.

5.2.2. District Commanders shall enforce all rules and regulations governing the use of the exercise room.

5.2.3. District Commanders shall have the authority to close the exercise room for periods of time, when warranted.

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5.3. Members

- 5.3.1. Members shall be responsible for completing and submitting all necessary forms seeking approval to use the exercise facilities.
- 5.3.2. Members shall follow all rules regarding the use of the exercise facilities as described in this directive.
- 5.3.3. Members shall ensure that their guests follow all rules regarding the use of the exercise facilities described in this directive, including the submission of necessary forms.

6. PROCEDURES

6.1. Authorized Use

- 6.1.1. Authorized use of department exercise rooms shall be limited to:
 - a. Members of the department and their immediate family;
 - b. Visiting law enforcement officers or agents from other jurisdictions within the state when accompanied by department personnel;
 - c. Instructors hired to conduct training for the department when accompanied by department personnel; and
 - d. Any other person authorized by the Police Chief.

6.2. Liability Waiver

- 6.2.1. Persons seeking authorization to use exercise room facilities shall first complete the Hawai'i Police Department Application to Utilize Exercise Weight Room and Equipment form. Applicants are limited to those persons authorized to use the exercise facilities, as specified in Section 6.1., Authorized Use.
- 6.2.2. The Administrative Services Division shall maintain the completed and approved application form. A copy of the completed form

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shall be forwarded to the designated district, if applicable, to be kept on file.

6.3. General Rules

- 6.3.1. Only authorized persons shall be allowed in the exercise rooms. All other persons are strictly prohibited from entering these facilities.
- 6.3.2. Authorized family members shall confine their activities to the exercise rooms and adjacent restrooms while in the Public Safety Building or the various district stations.
- 6.3.3. No immediate family member shall be allowed in the exercise rooms unless accompanied by the authorized sponsoring member.
- 6.3.4. All persons authorized to use the exercise rooms are required to sign in and out each time they utilize these facilities.
- 6.3.5. Use of tobacco products, and consumption of food items or drinks, shall not be allowed within the exercise rooms. The exception is water which shall be stored in an enclosed container to aid in the prevention of spillage.
- 6.3.6. Appropriate attire shall be worn at all times:
 - a. Shorts and shirts or sweat uniforms are mandatory.
 - b. Training without a shirt or top is prohibited.
 - c. Protective footwear such as athletic-type shoes shall be worn at all times. The use of slippers or other open footwear is prohibited.
- 6.3.7. Police uniforms shall not be worn while using the exercise equipment.
- 6.3.8. Firearms and other weapons shall be secured at all times while in the exercise room.

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- 6.3.9. Under no circumstances shall equipment be removed from the exercise rooms.
- 6.3.10. Non-departmental equipment shall not be allowed in any of the exercise rooms without proper authorization from the Captain of Administration or District Commander of the exercise room under their control. All unauthorized equipment will be removed and disposed of.
- 6.3.11. Proper care shall be given to all equipment; avoid dropping weights and misusing equipment.
- 6.3.12. All equipment shall be returned to its proper location after use.
- 6.3.13. All damaged or missing equipment shall be reported immediately to the Captain of Administration or the District Commander of the exercise room under their control.
- 6.3.14. Lockers in the exercise room are for daily use only by authorized personnel utilizing the exercise room.
- 6.3.15. Noise shall be kept to a minimum while training is being held in the Training Classroom adjacent to the exercise room in the Public Safety Building.
- 6.4. Discipline for Misuse – Any violation of this policy may result in disciplinary action against a member, and/or suspension or revocation of authorization to use the facility.