



**DEPARTMENT OF THE NAVY**  
NAVY RECRUITING DISTRICT, NEW ORLEANS  
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10 Mar 2014

NAVCRUITDIST NEW ORLEANS INSTRUCTION 6110.1N

From: Commanding Officer, Navy Recruiting District New Orleans

Subj: PHYSICAL READINESS PROGRAM (PRP)

Ref: (a) OPNAVINST 6110.1J

1. Purpose. To provide policy and procedures for a Command's Physical Readiness Program as directed by reference (a).
2. Cancellation. NAVCRUITDISTNOLAINST 6110.1M.
3. Background. As part of the CNO's Physical Readiness Program, reference (a) outlines a complete physical readiness program designated to ensure the physical readiness of Navy personnel. Due to the nature of recruiting and the geographical distribution of personnel within the command, this instruction serves to assist command personnel in understanding and adhering to the requirements of reference (a).
4. Responsibilities/Actions.
  - a. The Command Fitness Leader (CFL) shall:
    - (1) Advise the Commanding Officer via the Executive Officer on matters pertaining to Physical Fitness assessment (PFA), schedules, progress and potential problems.
    - (2) Schedule body composition assessments no more than 45 days and no less than 24 hours prior to the official PRT. An initial (courtesy) body composition measurement will be conducted no less than 10 weeks prior to the official PRT. Body composition assessments shall be done exclusively by the CFL or designated assistant CFLs and **NO ONE ELSE**.
    - (3) Administer the command PRT per reference (a).
      - (a) Designate test monitors, usually assistant CFLs.
      - (b) Maintain test results, and input BCA and PRT results into PRIMIS database.

(c) Forward result of PFAs for all command members using COMNAVPERSCOM - Approved Physical Readiness Program software to COMNAVPERSCOM (PERS-601) within 30 days of completion of testing.

(4) Maintain records of those personnel on who have been placed on the Fitness Enhancement Program and work with assistant CFLs in monitoring and counseling personnel.

(5) Administer the body composition assessment and fitness enhancement program for individuals stationed at Navy Recruiting District New Orleans Headquarters and Local Divisions.

(6) Administer a monthly PRT and a body composition measurement for all individuals on the Fitness Enhancement Program.

b. Division Officers (DIVOS), Divisional Leading Chief Petty Officers (DLCPOs), Assistant CFLs and Leading Chief Petty Officers (LCPOs)/Leading Petty Officers (LPOs) shall:

(1) Ensure subordinates are provided an opportunity to execute their fitness enhancement program as prescribed in reference (a).

(2) Provide leadership to stimulate and promote increased levels of health and fitness. Encourage members to participate in physical conditioning at least three days per week. Set the **EXAMPLE!**

(3) Provide counseling and referrals to those personnel who fail to meet minimum standards as prescribed in reference (a). Do not wait until subordinates fail, get help early.

(4) Officer Program Officers are responsible to the CFL or designated assistant CFLs for PRT participation and compliance of all active duty Officers and Officer Candidates OCS/OIS. They will be monitored by the CFL or designated assistant CFLs for semi-annual tests and fitness enhancement program participation.

c. The Admin Officer shall: Provide administrative support in regard to personnel actions associated with the command PRT (i.e. page 13, service record entries, informative correspondence, etc.).

d. Individual shall:

(1) Be familiar with this instruction and responsible for meeting the prescribed standards indicated in reference (a). Every Sailor is responsible for reading and adhering to instructions put out in the official 10 week notice.

(2) Upon receipt of their Risk Factor Screening, they will complete the screening and forward it to their designed CFL or assistant CFL. If yes is answered to any question that they have not from been previously cleared from, the member will have two weeks to make a medical appointment. The nearest authorized Medical Department Representative will complete an NAVMED 6110/4 and determine if the member can participate in the semi-annual PRT. The individual must return this SF 600 to their designated CFL or assistant CFL at least 2 weeks prior to the scheduled semi-annual PRT.

(3) Achieve and maintain a fitness level equal to or above the prescribed standards in reference (a).

(4) Participate in scheduled semi-annual PRTs, unless excused by proper medical authority or the Commanding Officer (i.e. emergency leave, leave, TAD or limited duty). Proper medical authority means a waiver for all or part of the PRT prior to the day of the scheduled PRT.

5. Fitness Enhancement Program.

a. If medically cleared, a member's participation in FEP shall be directed and monitored by commands when members:

(1) Exceed Navy upper allowable limit for body fat percentage.

(2) Do not meet or perform better than Navy PRT minimum standards.

(3) Have an overall PRT score of "Satisfactory".

(4) Are waived from one PRT exercise event and score "satisfactory" on each of the other two events.

(5) Are waived from two PRT exercise events and score "satisfactory" on the third event.

b. COs may use discretion in enrolling other members for participation in FEP, to ensure they strive to improve their physical conditioning.

c. Each member will be monitored.

d. Personnel are warned that certain diet aids may cause adverse effects, and if taken by service members, may result in partial loss of VA benefits upon retirement.

6. General Discussion. Each individual is responsible for staying physically fit and within standards per reference (a). Time for personal exercise during working hours is authorized by the command and shall be coordinated with the individual's department head and/or immediate supervisor.

/s/

C. A. STOVER

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