



DEPARTMENT OF THE AIR FORCE
90TH MISSILE WING (AFGSC)

5 December 2024

MEMORANDUM FOR ALL FITNESS CENTER PATRONS

FROM: 90 MW/CC

SUBJECT: FE Warren AFB Fitness Access Statement of Understanding and Compliance of Rules During Unstaffed Hours (24-Hour Access)

1. Only authorized patrons defined by DAFI 34-101, Table A2.1 and Table A2.2, *Department of the Air Force Morale, Welfare, and Recreation (MWR) Programs and Use Eligibility*, approved by the Installation Commander, to include U.S. DoD Appropriated Fund, and Non-Appropriated Fund civilians with Common Access Cards (CAC), Retirees, and authorized dependents over the age of 18 may access the Freedom Hall and Independence Hall Fitness Centers during unstaffed hours using the card swipe system and/or locally established procedures.

a. IAW DAFI 34-114, Section 3.1.3.4, *Fitness, Sports and World Class Athlete Program*, "Age Policy During Unstaffed Hours: Unsupervised youth under the age of 18 (excluding all Active Duty) are prohibited from using unstaffed facilities. The participation of supervised youth is limited based on the appropriateness of available equipment to their size, weight, and experience level." "Supervised youth" is defined as a child being supervised by a parent or legal guardian with direct line of sight and maintaining positive control. Patrons and their guests are entering and utilizing this facility at their own risk. Those not in compliance with the Youth Supervision Policy will be subject to the following sanctions: First Offense: Written Warning; Second Offense: 30 Day Suspension; Third Offense: Revocation of access for one year.

b. Authorized patrons who sponsor a youth into the facility during unstaffed hours, must sign them in the guest log at the front desk. By signing this statement of understanding, the authorized patron agrees to supervise the youth for the duration of their stay and is liable for the safety, conduct and well-being of the youth. During unstaffed hours, all patrons must *still* follow the Fitness Center Age Policy as outlined in DAFI 34-114, Table 3.1 (Attachment 1), however, youth aged 16 and above, are permitted access during unstaffed hours only when accompanied by the sponsoring authorized patron. Youth 16 years of age and over are permitted in all areas of the Fitness and Sports Center without a qualified adult *only* during staffed hours.

c. Authorized patrons acknowledge no supervision, or assistance is available during unstaffed hours and are expected to behave in accordance with Fitness Center rules and good standards of conduct and discipline. Surveillance cameras are recording activities within the Freedom and Independence Hall Fitness Centers 24/7. Sponsors will be held responsible for the conduct of their dependents and guests. Fitness Center Dress Code Policy still applies during unstaffed hours. Any violations may result in loss of privilege.

d. Strollers/jogging strollers are permitted on the Independence Hall track ONLY. Bicycles, scooters, rollerblades, skateboards, etc. are not permitted. Drinks with lids are permitted, but food is not allowed. Vending machines provided for use in the main lobby area.

DETER • MODERNIZE • STRIKE

e. Service animals required due to a disability are allowed as long as they do not fundamentally alter the services, programs or activities provided to Fitness Center patrons. Please see the Americans with Disabilities Act (ADA) Revised Requirements: Service Animals publication (Attachment 2) for more details. No pets are allowed inside any of the fitness centers.

f. Authorized patrons will be able to access Freedom and Independence Hall Fitness centers via 24/7 access when security cameras are operational. During periods when cameras are inoperable, access will be limited to staffed hours only.

g. For accountability purposes, patrons who are working out when facility closes, must exit the facility, and swipe their card to re-enter the facility for after-hours access. If the authorized patron wishes to sponsor a youth of which they are the parent or legal guardian, they must sign them in at that time.

2. CAC/Proxy Cards sharing is strictly prohibited and will result in the loss of privilege.

a. Authorized patrons will scan their CAC/proxy card for entry at the main entrance of Independence or Freedom Hall Fitness Center. If a patron has not registered their CAC or Proxy card for afterhours use, they are not authorized in the facility. Patrons must register to gain access to both facilities.

b. Patrons who are given a proxy card to attain access to fitness center facilities after hours are responsible for the safe keeping of their card. In the event a member loses or misplaces his/her proxy card, the following actions will be taken: 1st offense, replacement card will be issued; 2nd offense, replacement card will be issued in 30 days; 3rd offense, replacement card will be issued in 90 days.

3. For patron safety and security, patrons must ensure that the door closes securely following entry into the facility. All other doors MUST remain closed unless there is an emergency.

4. The work out areas are the only areas authorized for use. Patrons and their youth are not authorized in pools, sauna rooms, any storage rooms, the laundry room, or offices. These areas will be locked during unstaffed hours.

5. In case of any emergency, a phone and Automated Electronic Defibrillator (AED) are located in the front lobby area of each Fitness Center. It is highly encouraged that patrons utilize the wingman concept during unstaffed hours.

a. If free-weights are used, it is highly recommended to use a spotter to prevent injuries from dropped weights. Furthermore, it is highly recommended not to perform max-bench attempts or to exercise above one's training limits and experience. Clamps must be utilized while using free-weights. Powder or chalk is not authorized to be used in the facility.

b. In the event of a power outage, all patrons will gather their belongings and exit the building promptly.

6. Patrons acknowledge that the 90 MW, 90 FSS, or Fitness Center Staff are not responsible for protection of personal property. It is recommended you bring your own lock for daily use.

7. Violation of the rules and standards of conduct that are incompatible with DoD and federal regulations will result in loss of privileges. All inquiries of loss of privileges must be done in person. Active Duty, Guard, Reserve, and DoD civilian will have their First Sergeant present. Dependents will have their sponsor present.

GALBERT.JOHN } Digitally signed by
NY.L.1115960233 } GALBERT.JOHN.NY.L.111596023
3 }
Date: 2024.12.05 14:57:47 -07'00'
JOHNNY L. GALBERT, Colonel, USAF
Commander

2 Attachments

- 1. DAFI 34-114 Table 3.1 Age Policy
- 2. Service Animal Handout 1-16-24

I am / am not familiar with how to safely operate all fitness equipment available during unstaffed hours. If not, an equipment orientation is required before using facility after-hours. An orientation is required for the Emergency/Safety Zone/Emergency procedures/information, Phone, AED, first aid kit with instructions. If any of the rules are violated, member's access may be revoked.

I certify that I have read and understand the rules during unstaffed hours in the Freedom and Independence Hall Fitness Centers. I agree to abide by all the terms of this statement of understanding.

AD Guard Reserve Retired Civilian

Rank/Name (Last, First, MI): _____

Unit: _____

Sponsors Rank/Name (Last, First, MI): _____

Unit: _____

Please list dependents, under 18 years of age, who require sponsorship during Unstaffed hours IAW para 1a-1b:

Dependent Name and Age: _____

Dependent Name and Age: _____

Dependent Name and Age: _____

Dependent Name and Age: _____

Patron Signature: _____ Date: _____

Staff Member/Orientation by: _____ Date: _____

Staff signature: _____ Date: _____



DAF Disability Action Team



Service Animals Within DAF Workspaces

Overview

- The DAF must permit a service animal to accompany a person with a disability within any DAF workspace in which the person is permitted. This applies to employees, applicants, contractors, and families of members. It also applies to visitors and those using DAF services, such as lodging, recreation, and dining.

What is a service animal?

- As defined by the Department of Justice, a service animal is a dog (any dog breed) that is individually trained to do work or perform some task(s) for a person people with a disability.
- Service animals are working animals, not pets. To determine if a dog is considered a service animal, *only two (2) questions* may legally be asked:
 - Is the dog required because of a disability? And
 - What specific work or task(s) has the dog been trained to perform? The task(s) a dog has been trained to perform must be directly related to the handler's disability.

What is not considered a service animal?

- A dog whose sole function is to provide comfort or emotional support does not qualify as a service animal (i.e., comfort animal, emotional support animal).
- A dog who is still in-training to become a service animal is not considered a service animal.
- No other species of animal other than a dog qualifies as a service animal, with the specific exception of miniature horses.

Service Animal Requirements

- A service animal must be under the handler's control at all times. If a service animal is not housebroken or out of control and the handler does not take effective action to control it, the DAF may request the animal be removed from the DAF workspace. A service animal must have a harness, leash or other tether, or, in limited situations, be under the handler's control through voice commands, hand signals, or other effective means.
- A service animal's handler is responsible for supervising and caring for the service animal, which includes walking and feeding. Other DAF employees are not obligated to supervise or care for the service animal.

Examples of a service animal:

- A dog who has been trained to guide or perform tasks for a person who is blind.
- A dog who has been trained to alert a person who is deaf to the presence of people or sounds.
- A dog who has been trained to remind a person with a disability to take prescribed medication.
- A dog who has been trained to sense when it's handler is having a seizure and take specific actions to protect or alert it's handler or others.

Additional Guidance and Links

- AFI 32-6000, DAFI 34-1101, DAFI 36-2710
- DoDI 1300.27
- www.ADA.gov
- www.askjan.org
- www.cap.mil



Questions and More Information

General questions regarding service animals or whether a specific animal is a service animal should be directed to the installation Disability Program Manager or servicing Civilian Personnel Office. You can also contact your local EO Office for assistance. Additionally, the Air Force Equal Opportunity Operations Team can assist at AFPC.EO@us.af.mil

Ms. Tiffany Durnell is the HAF point of contact for Disability and Reasonable Accommodation issues or questions. She can be reached at SAF.Reasonable.Accommodations@us.af.mil

Table 3.1. Age Policy During Staffed Hours of Operation.

Youth 16 years of age and over	During staffed hours of operation, permitted in all areas of the Fitness and Sports Center without a qualified adult.*
Youth 13 - 15 years of age	During staffed hours of operation, permitted in cardiovascular, weight equipment, group exercise rooms, locker rooms, saunas, etc., only under qualified adult interactive supervision. Interactive supervision requires qualified adult and child to participate in/perform activity together at all times. Permitted in other activity areas (i.e., basketball court, racquetball court, running track) only when a qualified adult is present in the facility at all times. Permitted to be a participant (participating in age appropriate programming) or spectator in a sport or special event when a qualified adult is present in the facility at all times. For Fitness and Sports Center pools, use is permitted during instructional programs, or when a qualified adult is present in the facility at all times.
Youth 6 - 12 years of age	Not permitted in cardiovascular, sauna, weight equipment rooms, or group exercise rooms during scheduled adult exercise classes. During staffed hours of operation, permitted in other activity areas (i.e., basketball court, racquetball courts, running track, locker room, parent and youth area) only under qualified adult interactive supervision. Interactive supervision requires qualified adult and child to participate in or perform activity together at all times. Permitted to be a participant (participating in age-appropriate programming) or spectator in a sport or special event only under qualified adult interactive supervision. For Fitness and Sports Center pools, use is permitted during instructional programs, or when under qualified adult interactive supervision.
Children under 6 years of age	Not permitted in Fitness and Sports Centers except as follows: Permitted in Fitness and Sports Center parent (legal guardian) and child areas for supervised play**. Permitted to be a participant (participating in age-appropriate programming) or spectator in a sports activity or special event under qualified adult interactive supervision. Interactive supervision requires qualified adult and child to participate in/perform activity together at all times. For Fitness and Sports Center pools, use is permitted during instructional

	programs, or when under qualified adult interactive supervision.
<p>Notes:</p> <p>*For purposes of Table 3.1, a "qualified adult" is a parent, legal guardian, qualified family member program (FMP) staff member, qualified child and youth program personnel, Fitness and Sports Center personnel conducting a program, or coach. AFI 34-144, <i>Child and Youth Programs</i>, provides further guidance.</p> <p>** For purposes of Table 3.1, "supervised play" is a parent or legal guardian supervising the child within their direct line of sight while in the Parent Child Area during staffed hours only.</p>	