



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

26-Sep-25

MEMORANDUM FOR ALL FITNESS CENTER PATRONS

FROM: 90 MW/CC

SUBJECT: Francis E. 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, Air Force Morale, Welfare, and Recreation (MWR) Program, approved by the Installation Commander, to include U.S. DoD appropriated fund (APF) non-appropriated fund (NAF) 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.

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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 at both facilities 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.

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CE.J.1100694022
TERRANCE J. HOLMES, Colonel, USAF
Commander

Digitally signed by
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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, Automated External Defibrillator (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: _____