

*APPENDIX B*  
*GUAM DEPARTMENT OF EDUCATION*



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Administrator

June 27, 2018

Joseph I. Cruz  
Chief of Police  
Chairman, POST  
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**SUBJECT:** School Attendance Officer/Special Deputy Marshal, Agency Specific Physical Fitness Standards (PROPOSAL)

***Buenas!*** The Department has established SOP 1200-024 to address the Physical Fitness requirements for School Attendance Officer/Special Deputy Marshals as Category 2 Peace Officers under the Police Officer Standards and Training (POST) Commission.

The current SOP is based on PL 34-49 (Physical Fitness Qualification Test - PFQT 2.1) and describes events based on a timed one mile run, push-ups and sit-ups. However, in consultation with the Research and Development sub-committee of the POST Commission, the department decided to develop an agency specific PFQT to measure the fitness of its officers. Special thanks to LT Mark Torre and his team from the Guam Police Department for their technical assistance.

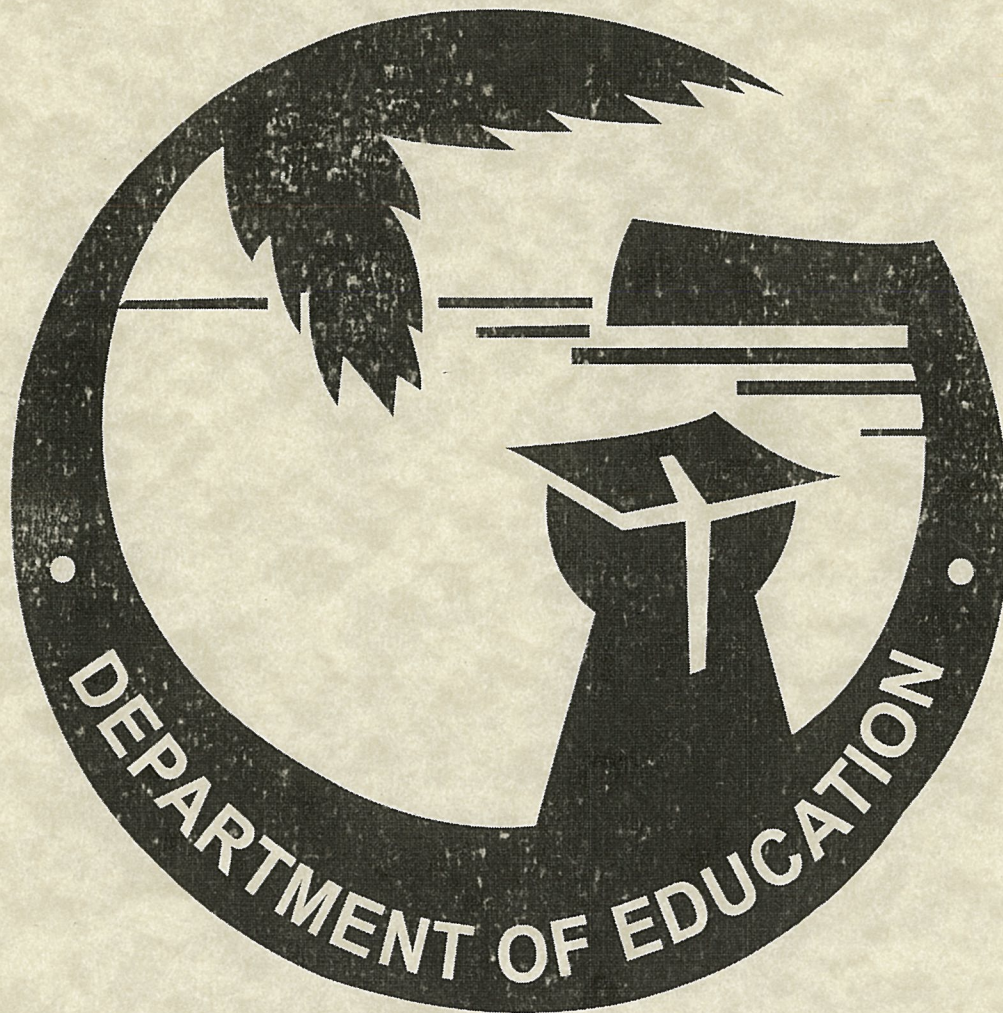
Attached for your review and submission to the 34<sup>th</sup> Guam Legislature, is the proposed Physical Fitness Qualification Test for the Guam Department of Education. The proposed PFQT was designed to promote physical conditioning that enhances an individual's fitness, health, and wellness and is comprised of three main components: 1) physical fitness program, 2) health and nutrition, and 3) protocols to execute an Annual Physical Fitness Qualification Test (APFQT).

Further, the draft PFQT includes a phase in process for the proposed plan and a phase out process of the current PFQT (AFI-Interim 2.1 Standards) articulated in PL 34-49. Once approved, the draft will be formally submitted to the Superintendent of Education for his review and approval.



POST COMMISSION PHYSICAL  
FITNESS QUALIFICATION TEST  
(PFQT)

PROGRAM for PEACE OFFICERS







**JON J. P. FERNANDEZ**  
Superintendent of Education

# DEPARTMENT OF EDUCATION OFFICE OF THE SUPERINTENDENT

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## STANDARD OPERATING PROCEDURE

### PROPOSED TO AMEND SOP#: 1200-024

**SUBJECT:** POST Commission Physical Fitness Qualification Test (PFQT)  
Program for DOE Peace Officers

**INQUIRIES:** Administrator, Student Support Services Division

- I. **STATEMENT OF POLICY:** It is the policy of the Superintendent of Education to ensure that all School Attendance Officers (SAOs) maintain their classification as Category 2 peace officers with the P.O.S.T. Commission, Special Deputy Marshals, in order to effectively and efficiently carry out their assigned duties and responsibilities as law enforcement officers.
- II. **STATEMENT OF PRACTICE:** On July 16, 2010, the 30<sup>th</sup> Guam Legislature enacted P.L. 30-167 which authorizes the appointment of all SAOs as Special Deputy Marshals by the Chief Justice. In appointing SAOs as Special Deputy Marshals, the Chief Justice in collaboration with the Superintendent of Education recognize the importance of such appointments in the performance of critical duties relative to student truancy and truancy proceedings of the Superior Court of Guam. Such appointments are for as long as the Peace Officer remains as a School Attendance Officer with GDOE unless the appointment is revoked by the Chief Justice and/or Superintendent of Education.
- III. **REFERENCES:** 17 GCA, Chapter 51 Peace Officer Standards and Training (P.O.S.T.) Commission, §§ 51102(g)&(h); P.L. 32-232, 27 GAR Public Safety Chapter 3, P.O.S.T. Commission Administrative Rules; DOE Personnel Rules and Regulations, Chapter 12 Health and Safety, Chapter 14 Adverse Action Procedures, and related Chapters as appropriate.
- IV. **APPLICABILITY:** All covered Peace Officer positions employed by the Guam Department of Education.
- V. **PURPOSE:** The purpose is to establish policies and procedures for complying with POST Commission Peace Officer certification requirements as it pertains to the annual Physical Fitness Qualification Test (PFQT).
- VI. **PROCEDURE**
  - A. **PRE-IMPLEMENTATION**
    1. Train Peace Officers on the department's PFQT program and physical fitness standards.



2. All Peace Officers are required to participate in daily physical fitness activities determined by the Attendance Officer Supervisor (AOS). The program is executed daily, Monday through Friday for one hour. The following exercise are appropriate activities that promote a healthy lifestyle.
  - a. Jog/Walk
  - b. Sit-ups
  - c. Push-ups
  - d. Jumping Jacks
  - e. Squats
  - f. Burpees
  - g. Planks

*Resource: Other fitness activities can be accessed at [www.blogpaleohacks.com](http://www.blogpaleohacks.com)*

3. Peace Officers shall meet or exceed POST Commission fitness standards through the implementation of the following:
  - a. A routine schedule of fitness activities that monitor the progress of Peace Officers; and
  - b. Individual fitness plan tailored to the fitness levels of the Peace Officer' to ensure a medically safe and adequate training environment.
  - c. Fitness activities that are recorded on an Activity Log Sheet (Attachment A), reviewed, and maintained by the Attendance Officer Supervisor (AOS) and PFQT Wellness and Fitness Coordinators. This log is used to track daily fitness activities, assess progress, determine fitness levels, and the Peace Officers ability to meet fitness standards that are POST compliant.
4. Health and Nutrition Program: Peace Officers are provided health and nutrition information through the use of the Guam Peace Officer Standards and Training (P.O.S.T.) Commission, "Health and Nutrition Program Guidebook." (Attachment B). Each Peace Officer is required to participate in quarterly educational health and nutritional training. The trainings cover a wide range of topics about health and nutrition, maintaining a balanced diet, healthy eating, physical fitness, etc. The trainings are provided by Guam Department of Education's (GDOE) Food and Nutrition Program.

*Resource: Peace Officers can access the following Health and Nutrition Program at [www.navyfitness.org](http://www.navyfitness.org).*

## **B. OFFICIAL IMPLEMENTATION**

1. Administration
  - a. SSSD will implement two (2) diagnostic PFQTs and at least one (1) record PFQT test annually by scheduling a test date and administering the test accordingly. Test scores will be recorded for each Peace Officer.
  - b. The SSSD Administrator or AOS will notify the Peace Officer of the scheduled record test date 90 days from administration and ensure that all Peace Officers complete a Medical Examination Form (Attachment C) and Guam P.O.S.T. Commission Fitness Screening Questionnaire (Attachment D) prior to each record test date. The Peace Officer has to be medically cleared for each stage of the record PFQT to fully participate in the event.



- c. Peace Officers not eligible to take the PFQT due to a temporary medical exemption (medical doctor not clearing participation in one or more stages of the PFQT) will be issued a Letter of Concern and are required to report on the date of the record PFQT but do not take the test. Exempted Peace Officers must obtain a rescheduled fitness assessment date within 90 days. Failure to test within 90 days of the record PFQT shall result in a second Letter of Concern. This timeline will repeat until the Peace Officer is medically cleared.
  - i. Peace Officer pending a rescheduled test is responsible for completing a medical clearance before each re-scheduled PFQT to be cleared to take a record PFQT in accordance with DOE Rule 912.002
  - ii. A Peace Officer shall only be allowed a temporary medical exemption of a record PFQT, if deemed appropriate by a Guam licensed health care provider; they are considered disabled under the Americans with Disabilities Act and Fair Labor Standards Act; or court case decisions. If a covered Peace Officer maintains a temporary medical exemption beyond 12 months, the SSSD Administrator shall follow Rule 912.100 of the DOE Personnel Rules and Regulations to determine the Peace Officer's continued fitness for duty as a peace officer.
- d. Peace Officers who are excused from taking a record PFQT will be rescheduled to take the PFQT 90 days from the date of the scheduled PFQT.
- e. Peace Officers who fail to report to a scheduled record PFQT and are unexcused by the SSSD Administrator or AOS, are insubordinate and will be progressively disciplined. The Peace Officer will be rescheduled to take a record PFQT 90 days from the date of the record PFQT pursuant to § 3005(e) of the P.O.S.T. Administrative Rules (Refer to Section E - SANCTIONS below).
- f. The AOS or Test Proctors shall be present at the test site of each record PFQT to collect the Peace Officer's score sheets for transmittal to the SSSD Administrator. Peace Officers shall be informed immediately of their test results upon completion of the PFQT.
- g. The SSSD Administrator and AOS shall maintain all PFQT test records and provide the P.O.S.T. Commission with the required information for the continued certification of Peace Officers and to resolve and/or address any Peace Officer physical fitness issues.

2. The PFQT is comprised of two (2) components (see Attachment E)

- a. Aerobic component: 300 meter run
- b. Muscular Fitness Component: twelve (12) obstacles.
  - 1.) 300 meter run
  - 2.) Stair climb
  - 3.) Serpentine/Zigzag Obstacle
  - 4.) Tunnel
  - 5.) Balance Beam
  - 6.) Over and Under
  - 7.) Quick Peek/Pie around 8 foot wide wall
  - 8.) Leap across 4 feet
  - 9.) Climb/Jump over 4 foot high wall
  - 10.) Tire Run
  - 11.) Apprehension and Restraint Live Subject
  - 12.) Rescue Carry/Drag
- c. The passing time standard for all Peace Officers regardless of age and gender is 7 minutes and 20 seconds.



3. For every record PFQT, a certified Nurse or Guam Fire Department (GFD) will be on site throughout the event to provide support for injury, illness, or medical emergency.

#### **C. POST-IMPLEMENTATION**

1. The SSSD Administrator and AOS shall maintain all PFQT test records and officially submit to the Executive Director (of the POST Commission) within fifteen (15) calendar days after the completion of the PFQT for the continued certification of Peace Officers.
2. The AOS shall review the performance of all Peace Officers and counsel all Peace Officers who did not take or failed a record PFQT to set goals and improve performance.

### **VII. SANCTIONS (Temporary Medical Exemptions, No Shows, and Failures)**

#### **A. Temporary Medical Exemptions**

1. Peace Officer with a medical exemption has 12 months to pass a record PFQT
2. Peace Officer not cleared to participate in a record PFQT shall be issued a Letter of Concern.
3. Peace Officer not cleared within 12 months to participate in a record PFQT will be required to undergo a special medical examination (Fitness for Duty Certification) pursuant to Personnel Rules and Regulations (DOE Rule 912.10).
4. Peace Officers unable to complete and pass a record PFQT are subject to the same procedures outlined in the Chronic Failure section (VII; C)

#### **B. No Shows**

1. Peace Officer who is unexcused and fails to report to a record PFQT is a No Show, insubordinate, and subject to progressive discipline.
2. All No Shows shall be rescheduled to take a record PFQT 90 days from the date of the scheduled PFQT.

#### **C. Failures**

1. **First Unsatisfactory** - A written warning is issued. The officer must retest within ninety (90) days.
2. **Second Unsatisfactory** – A second written warning is issued. The officer must retest within ninety (90) days.
3. **Third Unsatisfactory** – A third written warning is issued. The officer retest within ninety (90) days. The officer shall receive counseling from the agency Department head or an individual whom the agency designates.
4. **Fourth Unsatisfactory** – The officer's certification shall be temporarily suspended until a determination is made by the P.O.S.T. Commission. The officer shall be assigned to administrative duties. The Department head shall make a recommendation that the P.O.S.T. Commission revoke the officer's certification upon review. The officer shall not be allowed to carry a fireman. Hazardous and increment pay may be denied. The Department head shall take administrative action in accordance with Department of Administration's Rules and Regulations or applicable autonomous agency personnel rules and the Fair Labor Standards Act.



#### **D. Chronic Failure.**

1. A Peace Officer is deemed to have chronically failed if they have not successfully passed a record PFQT or failed to be medically cleared to take a record PFQT within a 12 month period.
2. Peace Officers have not complied with this SOP policy when that Officer's performance in a PFQT is below the standard as established by the standard form and as defined and/or referenced herein after the officer has been previously tested, given the requisite condition period, retested, and is still unable to meet the minimum standard.
3. The Superintendent shall initiate or recommend administrative action when a Peace Officer receives four (4) Unsatisfactory PFQT results within a twelve (12) month period and a Guam Licensed Health Care provider has ruled out medical condition precluding the Peace Officer from achieving a passing score, the P.O.S.T. Commission shall deny, suspend, or revoke the individual's certification.
4. A Peace Officer who fails to meet the PFQT fitness standards after full mandatory implementation shall be eligible for intra-departmental or inter-departmental transfer pursuant to Rule 912.100 of the DOE Personnel Rules and Regulations.

#### **VIII. RESPONSIBILITIES:**

- A. Peace Officer** – Each Peace Officer covered by this SOP is responsible for maintaining an appropriate level of physical fitness by taking and passing the required tests and complying with the P.O.S.T. Commission Administrative Rules for maintaining certification as a Peace Officer.
- B. Student Support Services Division Administrator** – The SSSD Administrator is responsible for overseeing the physical fitness program, through the Attendance Officer Supervisor (AOS), to include the fitness preparation of each Peace Officer to pass the PFQT, educating them about the PFQT, and for notifying all Peace Officers of the date, time, and place of the scheduled tests on an annual basis. The SSSD Administrator shall receive, maintain, and act on all PFQT Peace Officer yearly test results pursuant to the P.O.S.T. Commission Administrative Rules and GDOE Personnel Rules and Regulations.
- C. Attendance Officer Supervisor (AOS)** – The Attendance Officer Supervisor is responsible for full implementation of this SOP, educating Peace Officers about the PFQT program, and coordinating/administering the annual record PFQT.
- D. PFQT Wellness and Fitness Coordinators** – Coordinate daily physical fitness activities, maintain and compile Activity Log Sheets, and function as Test Proctors during annual diagnostic and record PFQT events.
- E. Test Proctor** – The SSSD Administrator shall designate the AOS or other trained staff to administer or coordinate the administration of the record PFQT. The test proctor must follow proper test administration protocols to ensure that the record PFQT is properly administered and accurately recorded for each examinee.

**IX. INTERNAL CONTROL:** The SSSD Administrator and AOS are responsible for monitoring adherence to the above procedures.

**X. PENALTY FOR NON-COMPLIANCE:** Appropriate disciplinary action pursuant to established rules and regulations.







# ATTACHMENT

A





## Appendix D: Activity Log

# ATTACHMENT

## B





# **GUAM PEACE OFFICER STANDARDS AND TRAINING COMMISSION**

## **HEALTH AND NUTRITION PROGRAM GUIDEBOOK**

### **Disclaimer**

You should consult your physician or other health care professional before starting this or any other nutrition and diet program to determine if it is right for your needs. This guidebook offers health, fitness and nutritional information and is designed for educational purposes only. The information is not intended as a substitute for consultation, evaluation or treatment by a medical professional and/or registered dietitian or nutritionist.

There are many other health and nutrition programs available to the end user. Therefore, participation in this health and nutrition program is completely voluntary and the member is free to seek a program that they feel is right for them.

The reader assumes full responsibility for consulting a qualified health professional regarding health conditions or concerns, and before starting a new diet or health program.



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6. Hydrate
7. Recovery Nutrition: "Don't Waste Your Workout"
8. Meal Builder



### Introduction

We need a new paradigm for the food we eat. We need to view food as nourishment to our body as opposed to solely calorie units. We need to consider what that food represents in terms of energy and nutrients. Just one food or one nutrient is not the answer to more energy, an optimal weight, better health, and improved performance. The key to success lies in the collection of our habits that fuel our bodies, activities, minds, performance, and most importantly our lives.

There are 5 areas of nutrition focus in the Fueling Series. You will find that the handout series and builder systems revolve around these 5 areas.

## **Eat Clean   Eat Often   Hydrate   Recover   Mindset**

### 1. EAT CLEAN

Eating clean means trying to choose the least processed types of foods most of the time. Typically, the closer the food is to its original form (from the earth or the animal); the better it is for you.

Simply put: Try to eat foods in the most natural form possible.

Nutrient density plays a large role in the mentality of eating clean. Nutrient density is the relationship of the amount of nutrients that a food has to amount of calories. It is critical to try to choose nutrient dense foods as often as we can to ensure we get the nutrients we need. Focus on trying to choose the types of foods that have the highest amount of nutrients for the calories within the foods.

### The 3 macronutrients:

**Carbohydrate = Fuel**

**Protein = Build**

**Fat = Energy Density**

### 2. EAT OFTEN

The key to energy and sustainability (beyond the types of foods you choose) is how often you eat. By eating mini-meals every 2-3 hours, your body is given a steady flow of fuel. The goal here is to maintain blood glucose (fuel) in an optimal range. This will help maintain focus and keep your metabolism roaring all day long. We find that those who eat more frequently have better energy and prevent becoming overly hungry, which can help us make better choices.

### 3. HYDRATE

It is vital to stay hydrated because the body is 60-65% water which performs numerous vital functions including:

- Providing life and shape to every cell
- Delivery of fuel to muscles
- Lubrication and cushioning of joints
- Aiding in muscle contraction & tone
- Aiding in metabolism and digestion
- Brain function
- Shock absorption for the spine and brain
- Regulating temperature

Consequently, dehydration causes these functions to suffer impairing your health, ability to recover from illness, and athletic performance. As little as a 2% decrease in weight, due to fluid loss, can impair both physical and mental performance.

SOURCE: [WWW.NAVYFITNESS.ORG](http://WWW.NAVYFITNESS.ORG)

**EatCleanEatOftenHydrateRecoverMindset**



#### 4. RECOVER

Nutrition can help to speed the recovery process. After a workout your body has emptied its fuel stores and the muscle has been broken down. To gain the most out of your workout and perform at high levels, you need to repair the muscle and replace your fuel stores as quickly as possible.

Getting a combination of carbohydrates and proteins within 30 minutes of your training session will ensure that you are recovering as quickly and efficiently as possible, which will minimize the time needed between sessions and decrease the risk of injury.

**Carbohydrate = Re-Fuel**

**Protein = Re-Build**

#### 5. MINDSET

The final piece of optimizing nutrition is focusing on mindset and behavior. All of the education in the world does not matter if it doesn't lead to behavior change. Providing simple lists of the "best" foods to choose, easy guides on portion size, and presenting material in a concise and action-based way will help to give you the tools to immediately start making changes.

As a society we have become enamored with diets. The word diet has many different definitions and is typically associated with managing the calories that you consume or eating in a prescribed or particular way. The word nutrition has a more positive connotation and is typically associated with nourishing the body. The goal of the Fueling Series is not to give out a diet plan. It is to help you focus on your habitual intake and the results of your nutrition habits.

The 80/20 rule promotes balance and the inclusion of all foods. We recommend that you try to consume foods you know will give you the nutrients and sustainable energy you need 80% of the time and then consume whatever it is you want the other 20% of the time. Everything can fit into your daily "diet," your habitual intake. Just keep yourself in check.

#### THE MEAL BUILDER SYSTEM

The meal builder is an easy way to understand both what and how much to eat at each meal. The essence of the system is for weight control, but we like to think of it more as a fueling strategy to get you to your goals. There are meal builders in the handout series that will assign both males and females to their particular calorie zone. The recommendations in the zones provide a better idea of the amount of food that should be eaten to achieve your goals.

#### PARTING THOUGHTS

How you eat and what you eat are essential to your daily performance. Having sustainable energy is a function of your commitment to making smart nutrition decisions and fueling your body optimally.

The content of this manual is designed to help Guam Peace Officers achieve their goals by giving them the tools needed to make the choices that will result in the energy they need to perform their duties on a daily basis.

**Eat Clean. Eat Often. Hydrate. Recover. Mindset.**





**Master these 5 fundamentals and enjoy new found physical and mental performance through nutrition.**

SOURCE: [WWW.NAVYFITNESS.ORG](http://WWW.NAVYFITNESS.ORG)

**EatCleanEatOftenHydrateRecoverMindset**



## THE 10 NUTRITION RULES TO LIVE BY

### 1. COME BACK TO EARTH.

Choose the least processed forms of food such as; Fruits, veggies, whole grains, and high fiber carbohydrates.

### 2. EAT A RAINBOW OFTEN.

Eat fruits or vegetables with each meal. Choose a wide variety of colors for the biggest benefit.

### 3. THE LESS LEGS THE BETTER.

Include a LEAN protein source with each meal.

### 4. EAT HEALTHY FATS.

Include healthy fats in your diet like olive oil, nuts, natural nut butters, seeds, avocado, fish, flaxseed, and flaxseed oil.

### 5. EAT BREAKFAST EVERY DAY.

When you eat within 30 minutes of waking up, you jump start your metabolism. This gives you more energy to get your day going.

### 6. THREE FOR THREE.

Eat smaller portions more often, spread evenly across the day. No excuses – you should be eating 4-6 meals/day! Aim for all three macronutrients (carbs, protein, and fat) every three hours for optimal fueling.

### 7. STAY HYDRATED.

Dehydration = Decreased Performance. Drink at least 3 liters of non-caloric beverages (water/green tea) every day.

### 8. DON'T WASTE YOUR WORKOUT.

Have a post-workout recovery meal or shake that combines both carbs and protein immediately after your training.

### 9. SUPPLEMENT WISELY.

Fuel first and supplement second. If you are not getting what you need through food, add a multivitamin supplement into your daily routine. Create a smart supplementation program that improves your performance without compromising your health or draining your wallet. Before you take any type of supplement, make sure to check in with your doctor or registered dietitian.

### 10. SLEEP.

Aim for 8 hours of sleep. If you can't get 8 hours daily, consider power naps when you can. The body recovers and repairs best when it is sleeping.

### The 80/20 Rule.

Each meal and snack is an opportunity to fuel your body optimally. Choose the foods that are best for you  
80% of the time and incorporate some of those foods that may not be the best,  
but are your favorites, 20% of the time!

SOURCE: WWW.NAVYFITNESS.ORG



# FUELING SERIES

## THE BIG THREE: CARBOHYDRATE, PROTEIN, FAT

### Grains: "Come Back to Earth" • Carbohydrate = FUEL for the brain & muscles

- Main sources are: Breads, cereals, grains, beans, fruits, and vegetables.
- What to look for in a grain: The least processed forms of grain you can find.
- Think brown and found close to the ground!
- The best choices will have more than 3g of FIBER per serving.

#### The Top 5 Grains



Oatmeal



Brown Rice



High Fiber Cereal



Quinoa



100% Whole Wheat Bread



1 Serving Size  
= Your Fist

### Protein: "The Less Legs the Better" • Protein = Building blocks for our bodies

- Protein builds muscle and maintains the immune system.
- Main sources are: Lean Meats, Low Fat Dairy, Eggs, and Beans/Legumes.
- What to look for: Lean protein sources. Typically the less legs on the animal the protein came from, the better it is for you.
- Try to include a lean protein source with every meal.
- Protein needs increase with activity. Intake ranges from 0.5g (recreational exerciser) to 0.8g (building muscle mass) of protein per pound of body weight. You will never need more than 1g per pound for health or muscle mass gains. The palm of your hand equals about 30-40g of protein.

#### The Top 5 Proteins



Tuna/Fish



Chicken/Turkey Breast



Lean Red Meat



Low Fat Dairy



Eggs



1 Serving Size  
= The Palm of Your Hand

### Fats: "Eat Healthy Fat" • Healthy Fats = Energy Density

- Healthy Fats provide energy, help to regulate blood sugar, improve cholesterol, and keep you feeling full.
- Omega-3 fatty acids improve cognition, decrease inflammation, and enhance heart health. They are considered essential because your body cannot make them, you must get them through food. Omega-3's are found in fatty fish like salmon, trout, and tuna, as well as flaxseed, walnuts, and omega-3 fortified foods.
- Try to get one serving of healthy fat per meal (2 total servings of fatty fish per week).

#### The Top 5 Fats



Nut Butter



Oils: Fish, Flax, Olive



Flax Seed Products



Avocado



Pecans, Walnuts & Almonds



1 Serving Size  
= The Tip of Your Thumb

SOURCE: WWW.NAVYFITNESS.ORG

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# FUELING SERIES

CHOOSE YOUR FUEL

EAT CLEAN

## CARBS (GRAINS)

### HIGH OCTANE FUEL: 91

Beans (black, kidney, navy)  
Chickpeas  
Black eyed-peas  
Brown rice  
Corn  
Green peas  
High fiber crackers  
Lentil, black bean and pea soup  
Low-fat refried beans  
Sweet potato/yam  
Whole grain bread  
Whole grain bagels  
Whole grain cereal  
Whole grain tortillas  
Whole grain waffles

### REGULAR OCTANE FUEL: 89

Baked beans  
Baked chips  
Boiled new potatoes  
Cereal bars  
Corn tortillas  
Cornmeal/cornbread  
Crackers  
Cream of wheat  
Flour tortillas  
French bread  
French toast  
Hamburger/hot dog buns  
Macaroni  
Pancakes  
Pasta  
Pita bread  
Pretzels  
Ravioli  
Rice cakes  
Spaghetti  
Waffles  
White bread  
White rice

### LOW OCTANE FUEL: 87

Biscuits  
Croissants  
Doughnuts  
Fettuccini alfredo  
French fries  
Hash browns  
Mashed potatoes  
Muffins  
Pop tarts  
Refried beans  
Sugary cereals

## PROTEIN

95% Ground beef or turkey  
Beans & peas  
Chicken, white meat/skinless  
Deli meat (turkey, ham, beef)  
Eggs (especially omega 3 eggs)  
Egg whites  
Lean beef steak  
Lean ham steak  
Lean jerky  
Low-fat cottage cheese  
Yogurt  
Milk: Non-fat and 1%  
Nut butters: Almond/peanut  
Non-fried fish  
Tofu  
Trimmed pork chops  
Tuna (in-water)  
Turkey, white meat/skinless

85% Ground beef/turkey  
Chicken, dark/skinless  
Milk: 2% and low-fat flavored  
Turkey, skinless/dark  
Turkey bacon  
Turkey sausage

75% Ground beef/turkey  
Bacon  
Beef or pork ribs  
Bratwurst  
Chicken, with skin  
Fried chicken  
Fried fish/seafood  
Frozen pizza  
Ham on bone  
Regular cottage cheese low-fat  
Whole milk/chocolate milk

## FAT

Avocado  
Flax seed and flax oil  
Natural almond butter  
Natural peanut butter  
Olive oil  
Canola oil  
Peanuts  
Pumpkin seeds  
Raw almonds  
Raw cashews  
Raw pecans  
Raw pistachios  
Raw walnuts  
Sunflower seeds

Butter (in small amounts)  
Dry roasted nuts/seeds  
Reduced fat mayonnaise  
Reduced fat salad dressing  
Reduced fat sour cream  
Reduced fat cheese  
Regular peanut butter

Fried foods  
Honey roasted nuts/seeds  
Margarine  
Mayonnaise  
Ranch & other salad dressing  
Regular cheese  
Sour cream  
Coconut oil

SOURCE: WWW.NAVYFITNESS.ORG

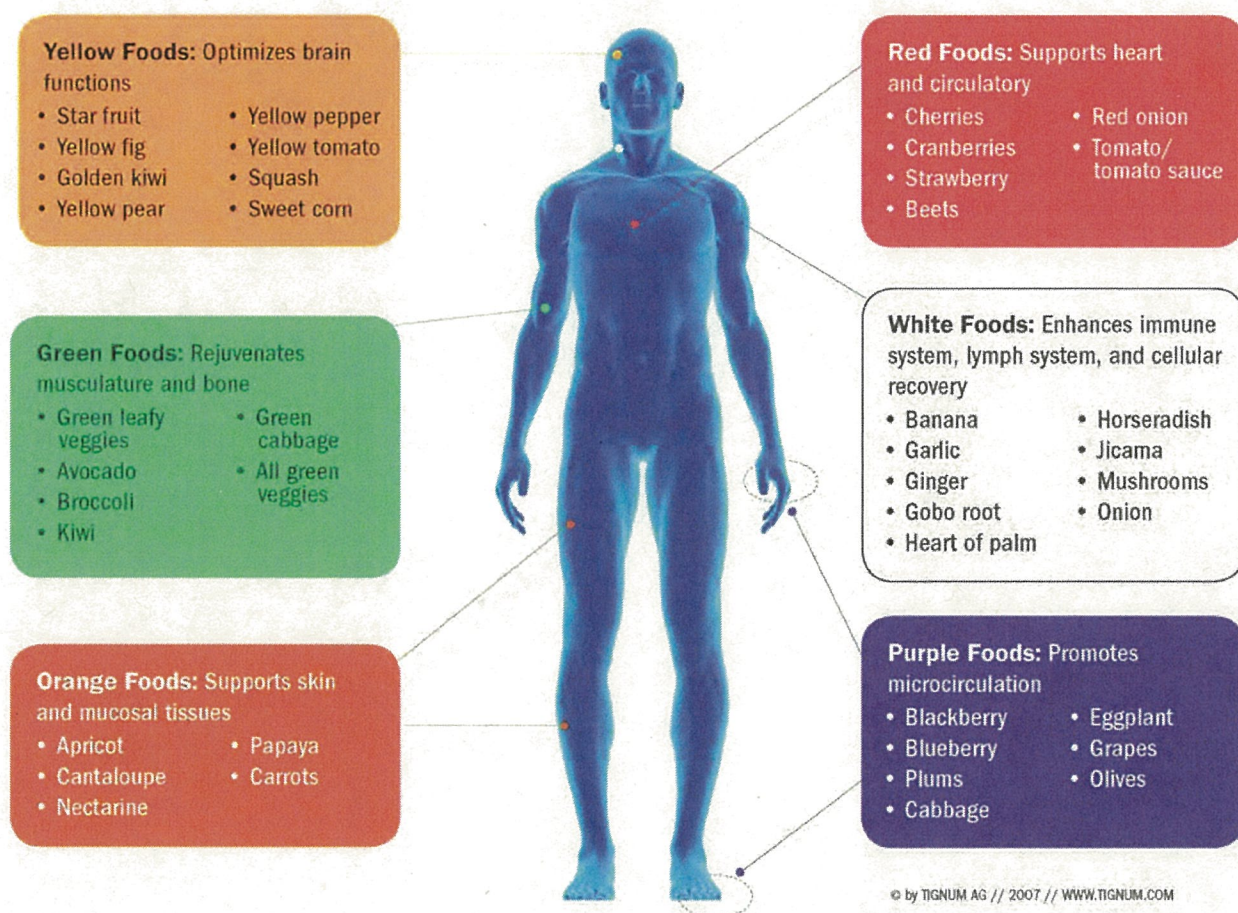
EatCleanEatOftenHydrateRecoverMindset



## Fruits and Vegetables

- Fruits and vegetables are a great source of high fiber carbohydrates.
- Fruits and vegetables provide our body with a combination of vitamins that cannot be replicated in a supplement.
- Different colors serve different roles in the body.
- Aim for at least 3 colors at every meal.
- Over the course of the day strive to eat 2 servings of fruit and 3 servings of vegetables.
- Whole fruits and vegetables are best.
- Canned and frozen fruits and vegetables can also offer healthy alternatives at a lower cost. When choosing canned fruits make sure to choose them in their own juice or water.
- Drink fruit juice in moderation and make sure it is 100% juice. One serving of juice is equal to 4-6 oz.

## COLOR CODE OF RESTORATIVE NUTRITION





### Set the Tone! • "Break" – the – "Fast"

#### Eat breakfast every day:

- Breakfast: Increases Metabolism  
Fuels the Brain  
Increases Energy Levels
- Don't substitute coffee, soda and energy drinks for food or lack of sleep.
- Skipping breakfast leads to eating more calories through the day and later at night. Don't play catch up!

#### Breakfast should include:

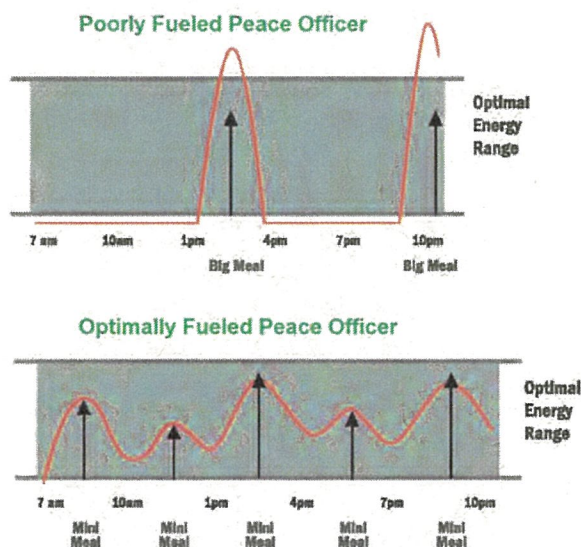
**Protein:** Eggs, egg whites, ham, beans, yogurt, or low-fat milk

**High Fiber Carbohydrate:** Whole wheat bread, high fiber cereal, oatmeal, or beans

**Color:** Fruit in cereal, oatmeal, or yogurt / Veggies in eggs or omelets

#### Continue to give the body steady fuel:

Eating smaller meals, more often will help to provide stable energy throughout the day. Fuel up with the 3 macronutrients (carbs, protein, fat) every 3 hours. Skipping meals will not lead to weight loss. It will lead to lower energy and decreased physical and mental performance.

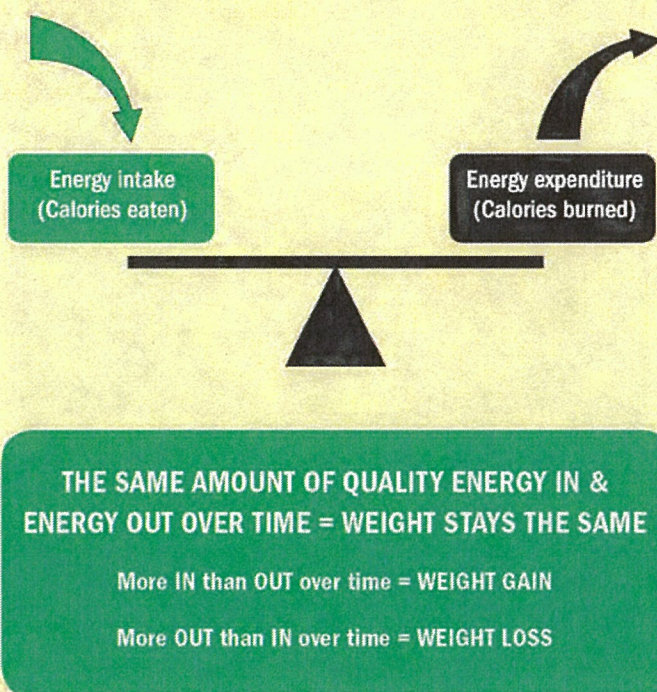


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### Energy Balance:

Both the quality and the quantity of the food you consume is important to consider in order to maximize your performance and achieve your body composition goals. Energy is another word for calories and your energy balance is represented by your energy in (what you eat and drink) and energy out (what you burn through daily living and physical activity). Daily balance is important, but you should not scrutinize your daily intake. Changes in body composition will be a result of your consistent changes over time; therefore, aim for balance over the course of each week.

This guide provides the information you need to maximize your nutrient QUALITY and energy QUANTITY. Check out the Meal Builder to get an estimate of how many calories you should consume and how to build a day of meals that will provide you with the correct blend of nutrients to help you reach your goals. Keep in mind that the meal builder recommendations are designed for use with workouts or exercises of similar intensity and duration.



**LIFESTYLE ACTIVITY + STRUCTURED WORKOUTS + QUALITY FUELING = SUCCESS**



### Portion Control: What is a serving size?

Choosing great foods is only half the battle to optimizing nutrition. Make sure to choose portion sizes that fit your needs.

#### BREADS:

- 1 Slice 100% whole wheat, rye, white, pumpernickel bread
- 2 Slices reduced calorie bread
- 1 Hot dog bun
- ½ English muffin
- ½ Bagel (3 inches)
- 1 Roll (small)
- 6" diameter pita bread
- 6" diameter corn or flour tortilla

#### VEGETABLES:

- 1c Raw vegetables
- 1c Cooked vegetable (e.g. see above for raw)
- 6oz Most vegetable juices

#### FRUITS:

- 1 Medium whole fruit (apple, orange, banana, etc)
- ½c Applesauce, unsweetened
- ¾c Blueberries
- 1-½c Whole strawberries
- 1c Raspberries or boysenberries
- 1c Cubed cantaloupe or honeydew
- ¼c Cubed watermelon
- ½c Canned fruit (canned in water or juice)
- 12-15 Grapes
- 12 Cherries
- 2 Small plums
- 3 Dried prunes (also called "dried plums")
- 2Tbsp Raisins or other dried fruit
- 4-6oz. 100% fruit juice

#### CEREALS AND GRAINS:

- 1oz Most cold cereals (1/4 - 1c)
- 1-½c Puffed cereals (e.g. puffed rice)
- ½c Cooked cereal (e.g. oatmeal, oat bran, cream of wheat)
- ½c Cooked brown or white rice
- ½c Cooked enriched or whole-wheat pasta

#### MILK AND DAIRY

- 8oz (1c.) Nonfat or 1% milk, low fat or 1% fat chocolate milk
- 8oz (1c.) Calcium-fortified light or reduced fat soy milk
- 8oz (1c.) Nonfat or 1% plain or fruited yogurt
- ½c Nonfat frozen yogurt

#### MEAT AND PROTEIN

- 8oz (1c.) Nonfat or 1% milk, low fat or 1% fat 3 - 4oz meat
- ½c Beans
- 2Tbsp Peanut butter
- 2 Eggs
- ½c Cottage cheese

1tsp = 1 Teaspoon  
1Tbsp = 1 Tablespoon  
1c = 1 Cup  
1oz = 1 Ounce

#### QUICK TIPS:

- 3-4oz. of meat is about the size and thickness of a deck of playing cards.
- A medium sized piece of fruit is the size of a tennis ball.
- 1oz of cheese is about the size of four stacked dice.
- ½c of ice cream is the size of a tennis ball.
- 1c of mashed potatoes is the size of your fist (depending on your size; commonly the size of a female fist).
- 1oz of nuts should fit into the small of your hand.
- 1tsp of margarine or butter is about the size of the tip of your thumb.





### DAILY HYDRATION NEEDS

- Water should be your main source of hydration.
- Avoid drinking soda, energy drinks, and fruit drinks. These beverages provide a lot of calories with very little nutritional value.
- Limit sweetened teas and coffee drinks with added sugar and cream.
- Only choose sports drinks before, during, and after intense exercise.

#### Are you hydrated?

- If you are thirsty, it is too late.
- Evaluate your urine. It should be light in color and resemble pale lemonade.

#### To maintain hydration drink water:

- 0.5 - 1oz fluid per pound per day [There are about 33oz in a liter (L)].

BODY WEIGHT	OUNCES OF FLUID PER DAY	LITERS NEEDED PER DAY
120 pounds	60 – 120 oz	2 – 4 liters/day
150 pounds	75 – 150 oz	2.5 – 5 liters/day
175 pounds	90 – 175 oz	3 – 6 liters/day
200 pounds	100 – 200 oz	3.5 – 7 liters/day
225 pounds	115 – 225 oz	4 – 8 liters/day
250 pounds	125 – 200 oz	4.5 – 9 liters/day

### HYDRATION CONSIDERATIONS IN EXTREME ENVIRONMENTS

In extreme environments it is even more important to be aware of your fluid intake, fluid loss and electrolyte needs.

#### Key Nutrition Tips for Extreme Environments:

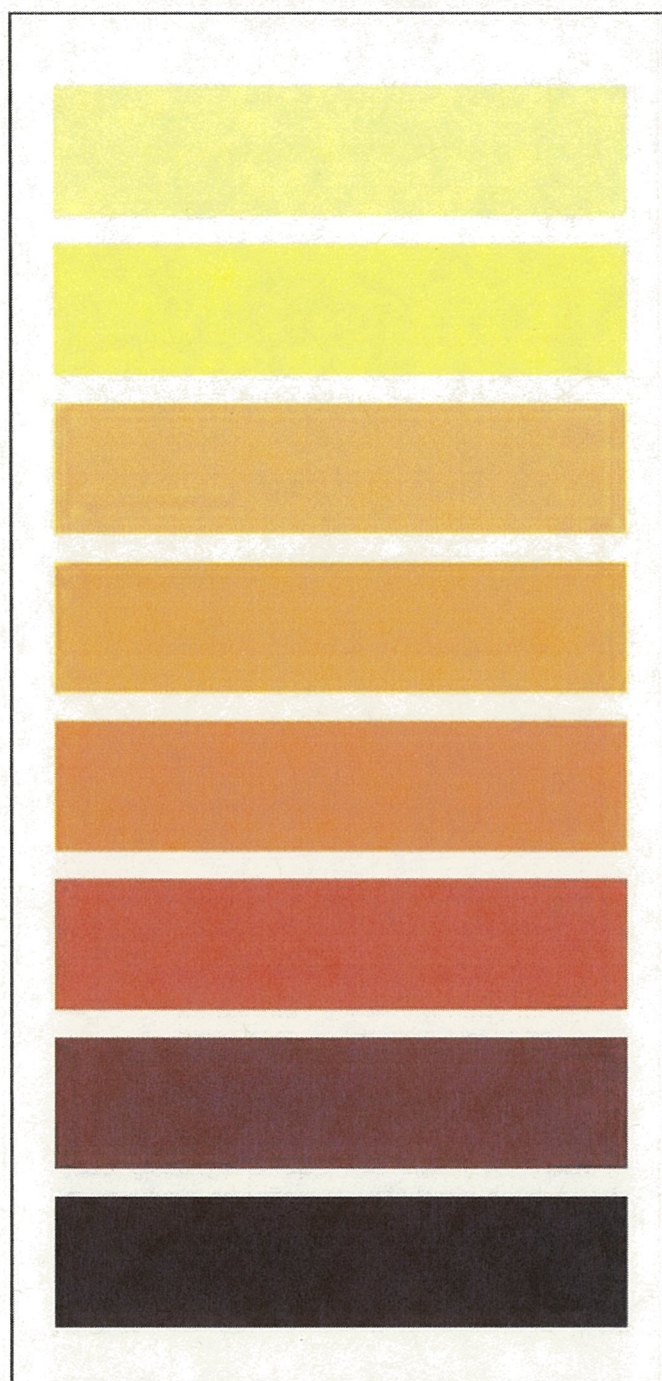
- Do not skip meals.
- Take time to drink.
- Maximize taste/palatability (temperature, sweetness) of your beverage. If it tastes great, you are more likely to drink it.
- Minimize body water losses.
- Consider engineered food products when cramping risks are high, if you are a salty sweater, or if you are sweating more than usual. Choose sports drinks with at least 110mg sodium and 30mg potassium per 8oz/250ml. These are ideal for replacing electrolytes lost in sweat.
- If you are an excessively salty sweater (salty skin), then 200mg sodium per 8oz or added electrolytes should be considered. (Nuun Tablets, Gator-Lytes, etc...)
- Include whole foods in your meals that are higher in sodium. Good options are V8 Juice, pickles, pretzels, adding a little extra salt to your meals.

ENVIRONMENT	CONSIDERATION	HYDRATION RECOMMENDATIONS
<b>Dry Extreme Heat</b>	The extreme dry heat greatly increase the risk for dehydration and heat injury.	<b>Suggested Fluid Intake:</b> 5-12 Liters/day <b>Tips:</b> Sweating rates can be reduced by working at night. During daylight hours, sweating rates can be reduced by covering the skin with light, vapor-permeable clothing. If and when possible, drink COLD water and sports drink.
<b>Hot and Humid</b>	Relative humidity can increase water requirements independent of temperature. The humidity makes the evaporation of sweat off the skin difficult, which decreases the body's ability to cool itself. This increases the risk for dehydration and heat exhaustion. Excessive sweating can also cause a large loss of electrolytes, specifically sodium and potassium.	<b>Suggested Fluid Intake:</b> Up to 2x needs of Extreme Dry Heat <b>Tips:</b> If and when possible drink COLD water and sports drink.
<b>Altitude</b>	Altitude puts us at greater risk of dehydration. More fluid is lost through our urine and breathing. Layers of clothes may cause us to sweat more with little evaporation. The elevation also causes us to not feel as thirsty.	<b>Suggested Fluid Intake:</b> 4-6 Liters/day <b>Tips:</b> Drinking small quantities of fluid frequently results in less urine production than drinking large quantities of fluid less frequently.
<b>Altitude and Cold</b>	The addition of cold to altitude can cause greater risk for dehydration because of the sweat losses that occur in insulated clothing, low rates of fluid ingestion, and concern of having to remove clothing to urinate.	<b>Suggested Fluid Intake:</b> 5.5-7.5 Liters/day <b>Tips:</b> Make sure to consider the ventilation for your clothing to allow for sweating to dissipate heat. Drinking small quantities of fluid frequently results in less urine production than drinking large quantities of fluid less frequently. If and when possible consume hot fluids, tea, chicken/vegetable broth.

SOURCE: WWW.NAVYFITNESS.ORG



Check the color of your urine  
as a good indicator of your  
hydration status.



***Hydrated***

***Dehydrated***

***Extremely  
Dehydrated  
(consult a doctor)***

SOURCE: WWW.NAVYFITNESS.ORG



### Recovery in 3's: Pre, During, and Post-Workout

#### Pre Workout

Don't go into your workout on an empty stomach.

Top off your fuel tank with a small balanced snack containing carbohydrate, fluid, and a small amount of protein approximately; 1 – 2 hours before your workout.

Going into a workout properly fueled will improve performance and jump start recovery.

#### Great pre-workout snacks include:

- 1 Yogurt with  $\frac{1}{2}$  cup berries and  $\frac{1}{4}$  cup high fiber cereal
- Small bowl of cereal with a banana
- $\frac{1}{2}$  turkey sandwich and fruit
- $\frac{1}{2}$  peanut butter & jelly sandwich and fruit
- Homemade trail mix: (1c high fiber cereal, 2 Tablespoons dried fruit, 2 Tablespoons nuts)

Make sure to hydrate with 16-20 oz of water too.

#### During Workout

It is important to stay hydrated during exercise.

#### How much do you need to drink?

- Losing 2% or more of your body weight due to sweating can decrease your performance and put you at greater risk for heat illness.
- A good way to monitor how well you are hydrating is to weigh yourself before and after training.

#### Do you need a sports drink?

##### NO, if...

- Training for less than 1 hour
- Weight loss is the goal of the training session

##### YES, if...

- Training for over an hour
- Training in extreme environments
- Lean body mass gain is the goal
- You enter the workout without any fuel
- You have a short but extremely intense workout

### GENERAL HYDRATION GUIDELINES DURING WORKOUTS:

#### Maintain Hydration

- Keep weight loss to less than 2% during the workout.
- Take 4-6 gulps of fluid about every 15 minutes.
- Pay extra attention to your hydration when you are sweating more than usual or in an extreme environment.

#### Maintain Fuel and Electrolytes

- When you need something more than water, choose a sports drink with at least 110mg of sodium per 8 ounces to help prevent cramping and maintain electrolytes.
- When your exercise level warrants the consumption of a sports drink, 20-32oz an hour is all you will need to keep you fueled. Balance the rest of your hydration needs with water.

### Hydration Example: 150 pound Peace Officer

- 2% of their body weight is 3 pounds.
- If this Officer loses more than 3 pounds during their training, they are not hydrating effectively.

SOURCE: WWW.NAVYFITNESS.ORG

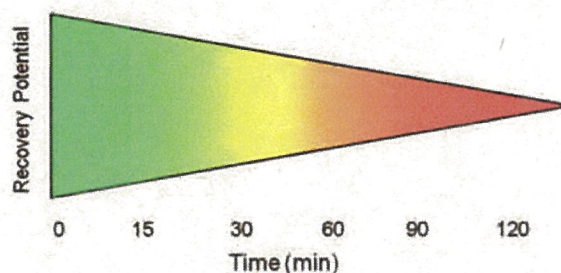


## Recovery in 3's: Pre, During, and Post-Workout

### Post Workout

- The sooner you get your post workout nutrition, the quicker you recover.
- Your recovery snack or meal – such as a granola bar with at least 5g of protein or a fruit smoothie – makes up one of your 5 - 6 meals per day.

## THE OPEN WINDOW OF OPPORTUNITY TO GET YOUR BODY THE NUTRIENTS IT NEEDS FOR RECOVERY.



### • Re-Fuel

### • Re-Build

### • Re-Hydrate

#### Within 10 minutes of training:

##### 1. Refuel with carbohydrate

The more intense the training, the more carbohydrate you need.

##### 2. Rebuild with protein

Protein needs post workout are based on body weight.

##### 3. Rehydrate with fluid

Drink 20-24oz of fluid for each pound lost during training.

#### What do you need to recover?

BODY WEIGHT (POUNDS)	GRAMS OF PROTEIN	GRAMS OF CARBOHYDRATE
120 - 150	15 - 20	30 - 60
150 - 180	20 - 25	40 - 75
181 - 215	25 - 30	50 - 90
215 - 245	30 - 35	60 - 105

#### Examples:

- 20oz low-fat chocolate milk + banana
- Turkey and pasta salad
- Tuna sandwich w/baked chips
- Meal replacement bar + 20oz sports drink
- Scrambled eggs or egg whites with whole wheat toast and 6oz juice
- Turkey sandwich + yogurt
- Spaghetti and meatballs
- Fruit smoothie blended with yogurt or whey protein

SOURCE: WWW.NAVYFITNESS.ORG

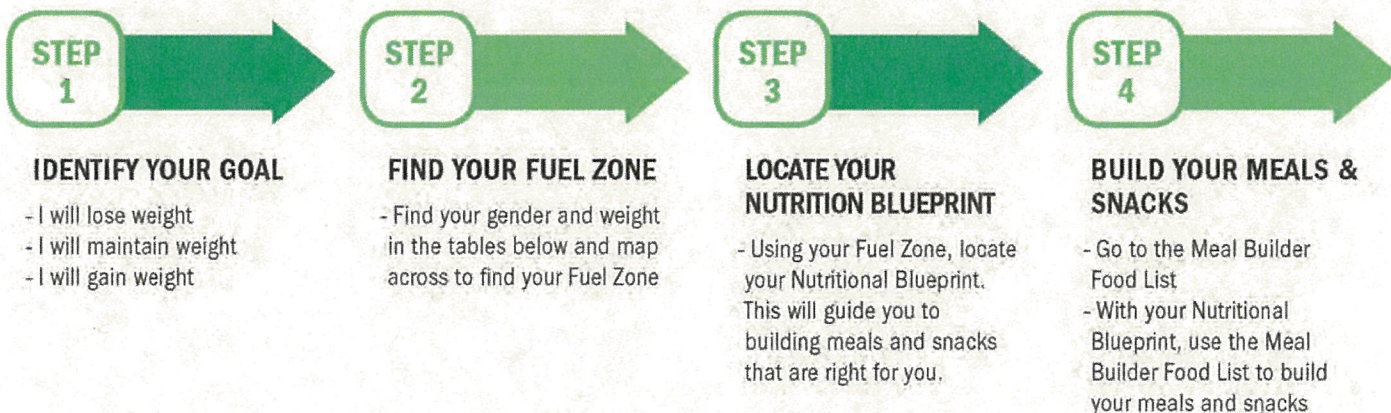


# FUELING SERIES

STRENGTH SERIES | ENDURANCE SERIES | SANDBAG TRAINING SERIES

The biggest barriers to great nutrition are poor planning and poor implementation. The nutrition blueprint and meal builder make it easy to build meals and snacks that will keep you fueled and help you reach your goals. This tool will help you stay organized and create an environment for success. Always remember the 80/20 rule as you look to sustainably upgrade your nutrition. Choose high octane fuel 80% of the time and lower octane fuel that you really enjoy 20% of the time.

## BUILD YOUR MEAL IN 4 SIMPLE STEPS



## SET YOUR GOAL, FIND YOUR FUEL ZONE

I WILL FUEL TO...

STEP 1	LOSE WEIGHT		MAINTAIN WEIGHT		GAIN WEIGHT	
	CURRENT WEIGHT	FUEL ZONE	CURRENT WEIGHT	FUEL ZONE	CURRENT WEIGHT	FUEL ZONE
FEMALE	100 - 125	1400 - 1600	Under 105	2000 - 2200	100 - 110	2800 - 3000
	125 - 150	1600 - 1800	105 - 130	2200 - 2400	110 - 140	3000 - 3200
	150 - 180	1800 - 2000	130 - 160	2400 - 2600	140 - 165	3200 - 3400
	180 - 205	2000 - 2200	160 - 185	2600 - 2800	165 - 195	3400 - 3600
	205 - 235	2200 - 2400	185 - 210	2800 - 3000	195 - 220	3600 - 3800
	235 - 260	2400 - 2600				
MALE	Under 140	1800 - 2000	Under 140	2600 - 2800	Under 140	3400 - 3600
	140 - 155	2000 - 2200	140 - 160	2800 - 3000	145 - 165	3600 - 3800
	155 - 175	2200 - 2400	160 - 180	3000 - 3200	165 - 185	3800 - 4000
	175 - 190	2400 - 2600	180 - 195	3200 - 3400	185 - 205	4000 - 4200
	190 - 210	2600 - 2800	195 - 215	3400 - 3600	205 - 220	4200 - 4400
	210 - 230	2800 - 3000	215 - 235	3600 - 3800	220 - 240	4400 - 4600
	230 - 250	3000 - 3200	235 - 255	3800 - 4000		
	250 - 265	3200 - 3400	255 - 275	4000 - 4200		
	265 - 285	3400 - 3600				
	285 - 305	3600 - 3800				

SOURCE: WWW.NAVYFITNESS.ORG

EatCleanEatOftenHydrateRecoverMindset



# STEP 3

## Locate Your Nutrition Blueprint - Strength, Endurance, Sandbag Series

Using the Fuel Zone you identified in Steps 1 & 2, locate your personal Nutritional Blueprint to fit your caloric needs. Your blueprint has six columns across the top that represent meal times, or "fueling times". The food groups are represented along the left hand side, and the numbers located within the zone are the recommended number of servings from each food group at each fueling time.

1400 - 1600	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	2	1	1 to 2	1	1 to 2	
Proteins	1		1		1	1
Fruits	0 to 1	1	1	1	1	1
Vegetables	∞	∞	∞	∞	∞	∞
Fats	1	1	1	1	1	0 to 1
Calorie Range	350 - 400	175 - 200	280 - 320	175 - 200	280 - 320	140 - 160
*Meal Replacement Shake or Bar		1		1+ fruit		1

1600 - 1800	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	2	1 to 2	2	1 to 2	2	
Proteins	1		1		1	1
Fruits	1	1	1	1	1	1
Vegetables	∞	∞	∞	∞	∞	∞
Fats	1	1	1	1	1	1
Calorie Range	400 - 450	200 - 225	320 - 360	200 - 225	320 - 360	160 - 180
*Meal Replacement Shake or Bar		1		1+ fruit		1

1800 - 2000	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	2 to 3	1 to 2	2	1 to 2	2	
Proteins	1	0 to 1	1	0 to 1	1	1
Fruits	1 to 2	1	1 to 2	1	1	1
Vegetables	∞	∞	∞	∞	∞	∞
Fats	1	1	1	1	1	1
Calorie Range	450 - 500	225 - 250	360 - 400	225 - 250	360 - 400	180 - 200
*Meal Replacement Shake or Bar		1+ fruit		1+ 2 fruit		1

2000 - 2200	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	3	2	2	2	2	0 to 1
Proteins	1	0 to 1	1	0 to 1	1	1
Fruits	2	1	2	1	2	1
Vegetables	∞	∞	∞	∞	∞	∞
Fats	1	1	1	1	1	1
Calorie Range	500 - 550	250 - 275	400 - 440	250 - 275	400 - 440	200 - 220
*Meal Replacement Shake or Bar		1+ fruit		1+ 2 fruit		1+ fruit

2200 - 2400	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	3	2	2 to 3	2	2 to 3	1
Proteins	1 to 2	1	1	1	1	1
Fruits	2	1	2	1	2	1
Vegetables	∞	∞	∞	∞	∞	∞
Fats	1	1	1	1	1	1
Calorie Range	550 - 600	275 - 300	440 - 480	275 - 300	400 - 440	200 - 220
*Meal Replacement Shake or Bar		1+ fruit		1+2 fruit		1+ fruit

2400 - 2600	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	3	2	3	2	3	1
Proteins	2	1	1	1	1	1
Fruits	2	1	2	1	1 to 2	1
Vegetables	∞	∞	∞	∞	∞	∞
Fats	1	1 to 2	1	1 to 2	1	1
Calorie Range	600 - 650	300 - 325	480 - 520	300 - 325	480 - 520	240 - 260
*Meal Replacement Shake or Bar		1+ fruit +1 fat		1+2 fruit +1 fat		1+ fruit +1 fat

2600 - 2800	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	3	2	3	2	3	1
Proteins	2	1	1	1	1 to 2	1
Fruits	2	1	2	1	2	1 to 2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	1 to 2	1 to 2	1 to 2	1 to 2	1	1
Calorie Range	650 - 700	325 - 350	520 - 560	325 - 350	520 - 560	260 - 280
*Meal Replacement Shake or Bar		1+ fruit +1 fat		1+2 fruit +1 fat		1+ fruit +1 fat

2800 - 3000	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	3	2	3	2	3	1
Proteins	2	1	1	1	2	1
Fruits	2 to 3	1	2	1	1 to 2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	2	1 to 2	2	1 to 2	1	1
Calorie Range	700 - 750	350 - 375	560 - 600	350 - 375	560 - 600	280 - 300
*Meal Replacement Shake or Bar		1+ fruit +1 fat		1+2 fruit +1 fat		1+ fruit +1 fat



3000 - 3200	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	3	2	3	2	3	1 to 2
Proteins	2	1	1 to 2	1	2	1
Fruits	3	1	2	1	2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	2	1 to 2	2	1 to 2	1 to 2	1
Calorie Range	750 - 800	375 - 400	600 - 640	375 - 400	600 - 640	300 - 320
*Meal Replacement Shake or Bar		1+ fruit +1 fat		1+2 fruit+1 fat		1+ fruit +1 fat

3200 - 3400	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	3 to 4	2	3	2	3	2
Proteins	2	1	2	1	2	1
Fruits	3	1	2	1	2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	2	1 to 2	2	1 to 2	2	1
Calorie Range	800 - 850	400 - 425	640 - 680	400 - 425	640 - 680	320 - 340
*Meal Replacement Shake or Bar		1+2 fruit +1 fat		1+2 fruit+1 fat		1+2 fruit +1 fat

3400 - 3600	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	4	2 to 3	3	2 to 3	3 to 4	2
Proteins	2	1	2	1	2	1
Fruits	3 to 4	1	2	1	2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	2	1 to 2	2 to 3	1 to 2	2	1 to 2
Calorie Range	850 - 900	425 - 450	680 - 720	425 - 450	680 - 720	340 - 360
*Meal Replacement Shake or Bar		1+2 fruit +1 fat		1+2 fruit+2 fat		1+2 fruit +1 fat

3600 - 3800	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	4	2 to 3	3 to 4	2 to 3	4	2
Proteins	2	1	2	1	2	1
Fruits	4	1	2	1	2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	2 to 3	1 to 2	3	1 to 2	2	1
Calorie Range	900 - 950	450 - 475	720 - 760	450 - 475	720 - 760	360 - 380
*Meal Replacement Shake or Bar		1+2 fruit +1 fat		1+2 fruit+2 fat		1+2 fruit +1 fat

#### COACH TIP:

Remember, the biggest barriers to great nutrition are poor planning and poor implementation. Stay organized and do what you can to create an environment for success. To get you started, make a copy of your Nutrition Blueprint and put it somewhere you'll have easy access to when making fueling decisions, like in your wallet or on your fridge.

3800 - 4000	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	4	3	4	3	4 to 5	2
Proteins	2	1	2	1	2	1
Fruits	4	1	2	1	2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	3	1 to 2	3	1 to 2	2	1 to 2
Calorie Range	950 - 1000	475 - 500	760 - 800	475 - 500	760 - 800	380 - 400
*Meal Replacement Shake or Bar		1+2 fruit +1 fat		1+2 fruit+2 fat		1+2 fruit +1 fat

4000 - 4200	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	4	3	4	3	4 to 5	2
Proteins	2	1	2	1	2	1
Fruits	4	1	2	1	2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	3	2	3	2	2	1 to 2
Calorie Range	1000 - 1050	500 - 525	800 - 840	500 - 525	800 - 840	400 - 420
*Meal Replacement Shake or Bar		1+2 fruit +2 fat		1+2 fruit+2 fat		1+2 fruit +2 fat

4200 - 4400	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	4	3	4	3	5	2
Proteins	2	1	2	1	2	1
Fruits	4	1	2	1	2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	3	2 to 3	3	2 to 3	2	1 to 2
Calorie Range	1050 - 1100	525 - 550	840 - 880	525 - 550	840 - 880	420 - 440
*Meal Replacement Shake or Bar		1+2 fruit +2 fat		1+2 fruit+2 fat		1+2 fruit +2 fat

4400 - 4600	BREAKFAST	SNACK	LUNCH	SNACK	DINNER	SNACK
Grains	4	3	4 to 5	3	5	2
Proteins	2	1	2	1	2	1
Fruits	4	1	2	1	2	2
Vegetables	∞	∞	∞	∞	∞	∞
Fats	3	2 to 3	3	2 to 3	2	1 to 2
Calorie Range	1100 - 1150	550 - 575	880 - 920	550 - 575	880 - 920	440 - 460
*Meal Replacement Shake or Bar		1+2 fruit +2 fat		1+2 fruit+2 fat		1+2 fruit +2 fat

#### \*When choosing meal replacements:

1. Make sure it fits within your calorie recommendations
2. Should have at least 3g of fiber
3. Should have 10 - 30g of protein for women
4. Should have 15 - 42g of protein for men



# FUELING SERIES

STRENGTH SERIES | ENDURANCE SERIES | SANDBAG TRAINING SERIES

STEP  
4

## Build Your Meals & Snacks

Using your Nutritional Blueprint, follow the directions below to start filling your day with meals and snacks designed to help you with your goals.

### Map Your Blueprint

The food list below has foods from each of the categories found in your Nutrition Blueprint.

### Size Up Your Servings

The number to the left of each food item equals one serving (eg. 1 slice of whole wheat bread = 1 grain serving).

### Mix It Up

Each serving may be used interchangeably. For example, if you tire of whole wheat toast at breakfast you can replace it with any of the foods listed in the grain column. If you have more than one serving suggested, you can double up on the same food (eg. 2 slices of whole wheat toast) or mix and match (eg. 1 slice of whole wheat toast and 3/4c Multi grain Cheerios). You are limited only by your creativity!

You are now prepared to build customized meals and snacks to help you meet your goals. These meals and snacks will provide you with sustainable fuel throughout the day as well as the energy you need for your workouts. Remember, to maximize your energy and reach your body composition goals, think about both quality and quantity of your food choices.

#### GRAINS/STARCHES:

##### Pasta/Rice

- 1/2c Brown Rice (cooked)
- 1/2c Whole Wheat Cous Cous (cooked)
- 1/2c Whole Wheat Pasta (cooked)
- 1/2c Risotto, Quinoa (cooked)

##### Breads/Tortillas/Rolls

- 1slice Bread (100% Whole Wheat)
- 1/2 Pita Bread (6" diameter each)
- 1/4 Whole Wheat Bagel
- 1/2 English Muffin
- 1/2 Whole Wheat Hamburger/Hot dog Bun
- 1/2 Sub Bread (6" each)
- 1 Whole Wheat Tortilla
- 2 Corn Tortillas
- 1sm. Whole Wheat Roll (10z each)

##### Cold Cereals

- 1/2c All Bran Cereal
- 1/2c Cheerios Cereal
- 1/2c Cheerios MultiGrain Cereal
- 1/2c Cracklin Oat Bran Cereal
- 1/2c Frosted Mini Wheats Cereal
- 1/2c Grape Nuts Cereal
- 1/2c Kashi Go Lean Cereal
- 1/2c Kashi Go Lean Crunch Cereal
- 1/2c Kashi Go Lean Honey
- 1/2c Almond Flax
- 1/2c Muesli Cereal
- 1/2c Raisin Bran Cereal
- 1/2c Smart Start Cereal
- 1/2c Special K Cereal
- 1/2c Whole Wheat Total Cereal

##### Hot Cereals

- 1/2c Cream of Wheat (cooked)
- 1 Instant Grits
- 1/2 Packet Kashi Instant Oatmeal
- 1/2 Packet Quaker Instant Oatmeal
- 1/2c Slow Cooked Oatmeal

##### Veggies, Beans, Potatoes

- 1/2c Soy Beans (cooked)
- 1/2c Split Peas (cooked)
- 1c Squash (winter, acorn, butternut)
- 1/2c Peas (cooked)
- 1/2sm Baked Potato
- 1/2c Beans: Black, Kidney, Pinto, Lima, Lentils (cooked/canned)
- 1/2c Corn (cooked)
- 1 Ear of corn
- 1/2c Sweet Potato (cooked)
- 1/2c Yam (cooked)
- 1/2c Mashed Potatoes

##### Snacks/Crackers/Granola Bars

- 1 Kashi Granola Bar
- 2 Graham Crackers
- 5 Whole Wheat Crackers (baked)
- 4 Whole Wheat Melba Toast
- 1 Nature Valley Granola Bar
- 8 Animal Crackers
- 3c Light Popcorn (popped)

3/4c

- Pretzels
- 2 Rice Cakes (4" diameter each)
- 4 Reduced Fat Triscuits
- 1 Whole Grain Fig Newton

#### PROTEINS / DAIRY:

##### Fish/Seafood

- 3oz Fish
- 3oz Cod
- 3oz Flounder
- 3oz Haddock
- 3oz Halibut
- 3oz Salmon
- 3oz Shrimp
- 3oz Trout
- 3oz Tuna

##### Poultry

- 3oz Chicken (lunch meat)
- 3oz Chicken breast
- 3oz Ground turkey (cooked)
- 3oz Turkey (lunch meat)
- 3oz Turkey breast

##### Beef/Pork

- 3oz Beef (96% lean ground chuck)
- 1.5oz Beef jerky
- 3oz Beef tenderloin
- 3oz London broil
- 3oz Pork (grilled)
- 3oz Roast beef (lunch meat)

##### Dairy

- 8oz 1% or non-fat regular milk
- 1/2c Non-fat or low fat cottage cheese
- 1/2c Non-fat frozen yogurt
- 1c Non-fat or low fat greek yogurt
- 8oz Reduced-fat soy milk
- 1 2% String cheese

##### Eggs

- 1/4c Egg Substitute
- 4 Egg Whites
- 2 Eggs
- 2 Omega-3 Eggs

##### Legumes

- 1/2c Beans: Black, Kidney, Pinto, Lima, Lentils (cooked/canned)
- 8oz Calcium-fortified light soy milk
- 2T Hummus
- 1/2c Soy beans (cooked)
- 1/2c Split peas
- 1T Almond butter
- 1T Peanut butter (natural)
- 10-15 Raw nuts

#### MEAL REPLACEMENTS/PROTEIN POWDERS:

- 1-2 scoop Whey Protein\*
- 1 Bar
- 1 Shake

\*Make sure to choose protein powders that are certified safe and reliable. Check out [www.nsfssport.com](http://www.nsfssport.com) for a complete list.

#### Meal replacement considerations:

- Make sure it fits within your calorie recommendations
- Should have at least 3g of fiber
- Double check the protein level
- Women need 10-30g
- Men need 15-42g

#### VEGETABLES:

##### Green

- 1c Arugula
- 1/2c Asparagus (cooked)
- 1c Asparagus (raw)
- 1/2c Broccoli (cooked)
- 1c Broccoli (raw)
- 1c Brussel sprouts
- 1/2c Celery (cooked)
- 1c Celery (raw)
- 1c Collards (cooked)
- 1c Cucumber (raw)
- 1/2c Green beans (cooked)
- 1c Green beans (raw)
- 1c Green veggie salad
- 1c Kale (raw)
- 1c Lettuce (all)
- 1c Spinach (raw)

##### White

- 1/2c Cabbage (cooked)
- 1c Cabbage (raw)
- 1/2c Cauliflower (cooked)
- 1c Cauliflower (raw)
- 1/2c Onions (cooked)
- 1c Onions (raw)
- 1/2c Water chestnuts (cooked)
- 1c Water chestnuts (raw)

##### Red

- 1/2c Tomato, beets
- 1/2c Salsa, tomato sauce

##### Orange

- 1/2c Carrots (cooked)
- 1c Carrots (raw)

##### Mixed Colors

- 1/2c Peppers (cooked)
- 1c Peppers (raw)
- 1/2c Stir fry vegetables (cooked)
- 1c Stir fry vegetables (raw/frozen)
- 6oz Vegetable juice
- 1/2c Zucchini (cooked)
- 1c Zucchini (raw)

#### FRUITS:

##### Red

- 1sm. Apple
- 1/2c Applesauce (unsweetened)
- 12 Cherries
- 1c Raspberries
- 1 1/4c Strawberries (whole)
- 1/2c Watermelon (cubed)
- 1/2sm. Grapefruit

#### Orange

- 1c Cantaloupe (cubed)
- 1m. Orange, nectarine or peach
- 1lg. Tangerine

#### Yellow

- 1/2lg. Banana(s)
- 1/2c Pineapple chunks (in own juice)

#### Blue/Purple

- 1c Blackberries or boysenberries
- 1/2c Blueberries
- 14 Grapes
- 2sm. Plums
- 3 Prunes (dried plums)
- 2T Raisins

#### Green

- 1c Honeydew melon (cubed)
- 1sm. Kiwi fruit
- 1sm. Pear

#### Mixed Colors

- 2T Dried fruit
- 1/2c Fresh fruit salad
- 1/2c Fruit cocktail (own juice)
- 6oz Fruit juice (100% juice)
- 1c Mixed berries (fresh/frozen)

#### FATS (CHOOSE OFTEN):

- 1T Nut butters: Almond, peanut, etc...
- 10-15 Nuts: Almonds, walnuts, pecans
- 1/4 Avocado
- 12lg. Black or green olives
- 1.5t Plant oils: olive, canola, flax
- 2T Flax seeds
- 2T Hummus
- 2T Seeds: Pumpkin, sesame, sunflower
- 3T Guacamole
- 2t Smart Balance, Benecol

#### FATS (CHOOSE LESS OFTEN):

- 2t Butter (stick)
- 1oz Cheese
- 1slice Cheese
- 2T Cream cheese
- 4T Half & Half
- 2t Mayonnaise
- 3T Reduced-fat cream cheese
- 4T Reduced-fat sour cream
- 2T Sour cream
- 1 2% String cheese
- 2 Turkey bacon slice
- 1 Turkey sausage link
- 1T Commercial salad dressings

1t = 1 Teaspoon  
1T = 1 Tablespoon  
1c = 1 Cup  
1oz = 1 Ounce

sm. = Small  
med. = Medium  
lg. = Large

SOURCE: [WWW.NAVYFITNESS.ORG](http://WWW.NAVYFITNESS.ORG)

Eat Clean Eat Often Hydrate Recover Mindset



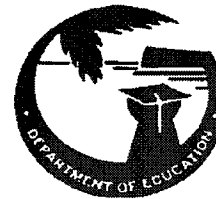
# ATTACHMENT

C



# DEPARTMENT OF EDUCATION HUMAN RESOURCES DIVISION

500 Mariner Avenue  
Barrigada, GUAM 96913  
Telephone NO. (671) 475-0496



**JON J.P. FERNANDEZ**  
Superintendent of Education

**Antonette Muña Santos**  
Personnel Services Administrator

## Report of Medical Examination

**IMPORTANT:** This report of Medical Examination must be completed and submitted within 60 days of your effective date of hire.

Issue Date:

Due Date:

Date of Examination:

1. Name (Last, First & Middle Initial):				2. Current Position Title:	
3. Residential Address:				4. Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	
5. Race:		6. Date of Birth:		7. Place of Birth:	
8. Next of Kin (Please Indicate Name & Relationship):					
9. Next of Kin's Address:					
<b>ALL ITEMS BELOW ARE TO BE COMPLETED BY PHYSICIAN ONLY</b>					
10. Height	11. Weight	12. Hair Color	13. Eye Color	14. Build <input type="checkbox"/> Slender <input type="checkbox"/> Medium <input type="checkbox"/> Heavy <input type="checkbox"/> Obese	
15. Hearing: RT WV/155 v/15 LT WV/155 v/15		16. Vision: RT 20/Correct to 20/20: LT 20/Correct to 20/20:		17. Temperature:	
18. Respiration:	19. Blood Pressure: (Arm at Heart Level)		20. Pulse: (Heart Low)		
	Sitting	Sys Dias	Recumbent	2 Minutes After Exercise - Standing	2 Minutes After Exercise - Sitting
21. Clinician Evaluation: Please check appropriate box and describe any abnormality as applicable.					
Area of Examination	Normal	Abnormal	Not Examined	Description of Abnormality	
Head, Face, Neck & Scalp					
Nose, Mouth, Throat					
Sinuses					
Ears - General (Internal & External Canal) (Acoustic Acuity - Item 15)					
Drums (Perforation)					
Eyes - General (Visual Acuity - Item 16)					
Ophthalmoscopic Exam					
Pupils (Equality & Reaction)					
Ocular Movement					
Lungs & Chest					
Breast					



## Report of Medical Examination:

Name (Please Print)

Area of Examination	Normal	Abnormal	Not Examined	Description of Abnormality
Heart				
Vascular System				
Abdomen				
Anus, Rectum				
Endocrine				
G-U System				
Upper Extremities				
Lower Extremities				
Feet				
Spine & Other Musculoskeletal				
Identifiable Body Marks, Scars, Tattoos				
Skin / Lymphatic				
Pelvic / Pap (Females Only)				
Prostate (Males Only)				
<b>22. Laboratory Findings</b>				
CBC (No Differential)	Fasting Blood Sugar	Urinalysis	Hemoccult	
Date:	Date:	Date:	Date:	
Hepatitis Screening	Cholesterol	Chest X-Ray	Other Test:	
Date:	Date:	Date:	Date:	
Remarks: Clinical Evaluation Comments, Recommendations, Summary of Mental or Physical Defects & Diagnosis: (Use additional sheets of plain paper if necessary)				
Based on the result of the examination, the examinee:				
Examinee <input type="checkbox"/> Does <input type="checkbox"/> Does Not meet health and physical condition standard deemed necessary and proper for the				
(Indicate appropriate box)				
performance of the duties and responsibilities of the position indicated under Item Number 2.				
Print Name of Examining Physician:				
Signature of Examining Physician:			Date:	
Address of Examining Physician (Number, Street, and Village or RFD City, State)				

# ATTACHMENT

## D



## GUAM POST COMMISSION FITNESS SCREENING QUESTIONNAIRE

Printed Name: \_\_\_\_\_ Rank: \_\_\_\_\_ Age: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contact #: \_\_\_\_\_ Section: \_\_\_\_\_

**You are being asked these questions for your safety and health. The Guam POST Commission Fitness Assessment (FA) is a maximum-effort test. Peace Officers who have not been exercising regularly and/or have other risk factors for a heart attack (increasing age, smoking, diabetes, high blood pressure, etc.) are at increased risk of injury or death during the test. Answering these questions honestly is in your best interest.**

1. Have you experienced any of the symptoms/problems listed below and not been medically evaluated and cleared for unrestricted participation in a physical training program?

- Unexplained chest discomfort with or without exertion
- Unusual or unexplained shortness of breath
- Dizziness, fainting, or blackouts associated with exertion
- Other medical problems that have not been evaluated, optimally treated, or not already addressed that may prevent you from safely participating in this test (e.g. heart disease, sickle cell trait, asthma, etc.).
- Family history of sudden death before the age of 50 years

☐ **YES:** Stop. Notify your Fitness Program Manager and contact your Personal Care Provider for evaluation/recommendations. Hand carry this form to medical evaluation.

☐ **NO:** Proceed to next question.

2. Are you 35 years of age or older?

☐ **YES:** Proceed to next question.

☐ **No:** Stop. Sign form and return to your Fitness Program Manager. Member may take the Fitness Assessment.

3. Have you engaged in vigorous physical activity (i.e., activity causing sweating and moderate to marked increases in breathing and heart rate) averaging at least 30 minutes per session, 3 days per week, over the last 2 months?

☐ **YES:** Stop. Sign form and return to your Fitness Program Manager. Member may take the Fitness Assessment.

☐ **NO:** Proceed to next question.

4. Does one (1) or more of the following risk factors apply to you?

- Smoked tobacco products in the last 30 days
- Diabetes
- High blood pressure that is not controlled
- High cholesterol that is not controlled
- Family history of heart disease (developed in father/brother before age 55 or mother/sister before age 65)
- Age >45 years for males; >55 years for females

☐ **YES:** Stop and notify Fitness Program Manager

☐ **NO:** Stop. Sign Form and return to your Fitness Program Manager. Member will take the Fitness Assessment.



## GUAM POST COMMISSION FITNESS SCREENING QUESTIONNAIRE

If member experiences any of the symptoms listed in Question #1 during the fitness assessment, he/she should stop the test and seek medical attention immediately.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Rank: \_\_\_\_\_

Duty Phone #: \_\_\_\_\_

**Medical Evaluation (Only applicable if member marked Yes on Question 1; provider answers all 4 statements)**

If medical evaluation is required IAW this FSQ, the provider will complete the following.

I medically evaluated \_\_\_\_\_ on \_\_\_\_\_. Medical recommendations are:  
(NAME) (DATE)

Member (is / is not) medically cleared for the maximal effort 300 meters run.

Member (is / is not) medically cleared for the maximal effort 20 stairs climb ascent/descent.

Member (is / is not) medically cleared for serpentine/zigzag.

Member (is / is not) medically cleared for tunnel.

Member (is / is not) medically cleared for balance beam.

Member (is / is not) medically cleared for over and under/ push-ups.

Member (is / is not) medically cleared for quick peek/pie around 8ft. wide wall.

Member (is / is not) medically cleared for leap across 4ft.

Member (is / is not) medically cleared for climb/jump over 4ft. high wall.

Member (is / is not) medically cleared for apprehension and restraint.

Member (is / is not) medically cleared for rescue carry/drag.

\_\_\_\_\_  
(Signature / Date / Stamp of Provider)



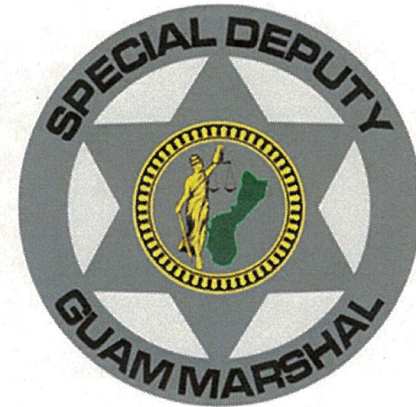
ATTACHMENT

E





DEPARTMENT OF EDUCATION  
SPECIAL DEPUTY MARSHAL



PHYSICAL FITNESS QUALIFICATION TEST



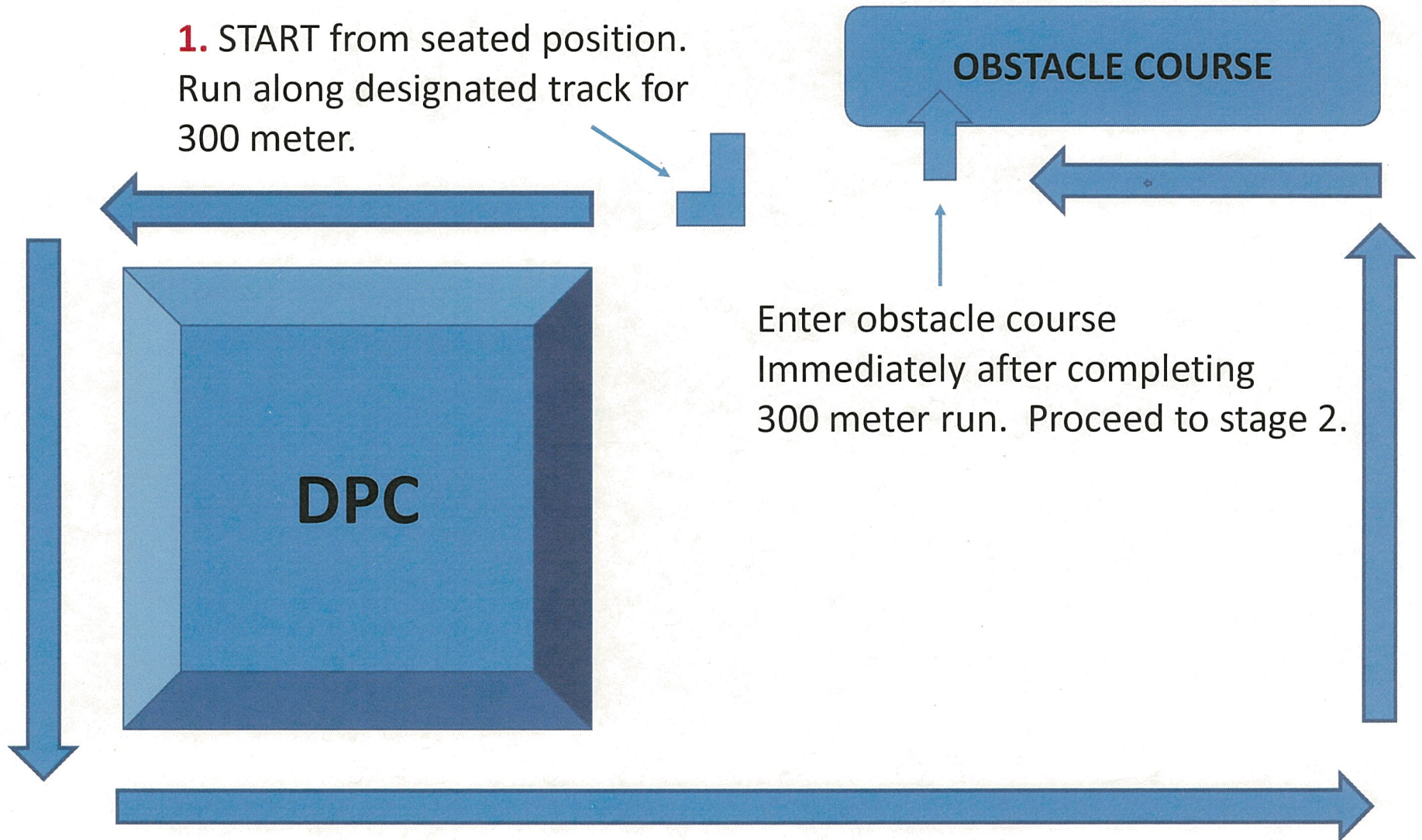
# DOE's TITLE OF 12 EVENTS

Everyday Heroes Fitness Park, Dededo Precinct Command  
(Officer must complete entire PFQT within 7mins, 20 sec. to pass)

- RUN 300 METERS
- STAIR CLIMB ASCENT/DESCENT
  - SERPENTINE/ZIGZAG
    - TUNNEL
    - BALANCE BEAM
    - OVER AND UNDER
- QUICK PEEK/PIE AROUND 8 FOOT WIDE WALL
  - LEAP ACROSS 4 FEET
- CLIMB/JUMP OVER 4 FOOT HIGH WALL
  - TIRE RUN
- APPREHENSION AND RESTRAINT
  - RESCUE CARRY/Drag



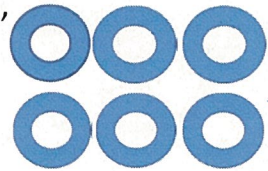
**1.** START from seated position.  
Run along designated track for  
300 meter.



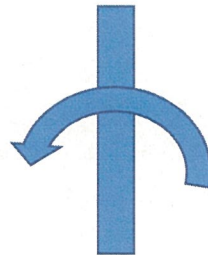


**11.** From a standing position, apprehend and restrain live subject.

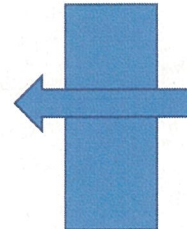
**12.** Perform rescue by carrying or dragging (100lb) weight 50 ft. to safety. **DONE!**



**10.** High Knees through the tires.



**9.** Clear over 4ft. Wall height



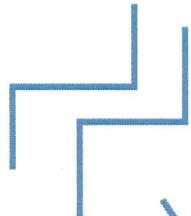
**8.** Leap across 4 feet.



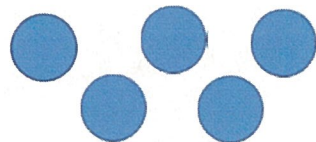
**7.** Approach the center of the 8ft. wall. Quick peek left and then right side of wall. Proceed to next Stage!



**ENTER** Here from  
**1.** 300 meter run.



**2.** Perform 20 repetitions of stair climb.



**3.** SERPENTINE Zigzag around/through obstacles



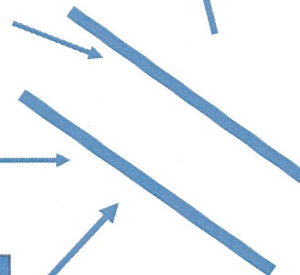
**4.** DUCK! Proceed through tunnel.



**5.** Proceed across balance beam. 18 inches off the ground.

Demonstrate 5 pushups. Go under the beam. Then lay on your back, and get back on your feet (2x). Proceed to the next stage!

**6.** STOP just before the beam! Demonstrate 5 pushups. Go over beam. Then lay on your back, and get back on your feet (2x).





# Stage 1

## RUN 300 METERS

### **DESCRIPTION:**

The 300 meter run starts off the 12 event PFQT. From a sitting position the officer will be given the order to start the run. The officer will come off the sitting position and begin running the marked track. The officer will continue until he/she reaches the designated obstacle course and shall immediately start to negotiate the first obstacle.

### **JUSTIFICATION:**

The sitting position is a simulation of an officer seated in a vehicle. The officer observes a student running out the gate and the officer attempts to apprehend the student. The student exits the gate and the officer begins a chase on foot.



## Stage 2

# STAIR CLIMB ASCENT/DESCENT

### **DESCRIPTION:**

Immediately coming off the 300 meter run, the officer will engage the stair climb. Starting from either foot followed by the other the officer will step up onto the single stair step obstacle. The officer will then with either foot followed by the other step back off the step to the original position. This will complete one (1) repetition. The officer will continue the stair climb until completing twenty (20) repetitions.

### **JUSTIFICATION:**

An officer responds to student(s) skipping class and runs up/down the staircases to apprehend them. This event indicates that the officer exerts cardiovascular activity to negotiate flights of stairs.



## Stage 3

# SERPENTINE/ZIGZAG

### **DESCRIPTION:**

There are five (5) obstacles in this event. These are poles staggered three (3) feet apart and offset to the right and left one after the other. The officer come upon the first pole nearest him/her and execute a half circle to the outside of the pole and then back inside making his way to the next pole. The officer will execute the same motion around each pole until over coming the last of the five poles.

### **JUSTIFICATION:**

An officer attempts to apprehend student(s) caught skipping by maneuvering left and right around students in the hallways. This event indicates that the officer exerts speed, agility and body control for movements through hallways.



## Stage 4

### TUNNEL

#### **DESCRIPTION:**

This obstacle is ten (10) feet in length with the entry point of four (4) feet in height which is the tunnel's lowest point. Once entered and proceeding through the tunnel the height gradually increase to as much as five (5) feet at its exit. Upon approach, the officer must duck low enough to fit through and gain entry into the tunnel and continue through the tunnel and exit out the opposite end.

#### **JUSTIFICATION:**

An officer is trying to locate student(s) that fled into the jungle from school. The officer manages to maneuver through dense jungle, crouches under low-lying tree branches or tight spaces to extract student(s).



## Stage 5

### BALANCE BEAM

#### **DESCRIPTION:**

At four (4) inches thick by 10 inches wide stretched across 12 feet in length and 18 inches off the ground creates a plank (balance beam). Once successfully clearing the previous tunnel stage the officer will approach the balance beam at its closest point and step up onto the obstacle with either foot followed by the other. The officer will make his/her way across the full length of the balance beam stepping off at the opposite end.

#### **JUSTIFICATION:**

During a foot pursuit of student(s), an officer has to be cautious of uneven ground to maintain mental focus and coordination. This event indicates the officer's ability to progress in a forward momentum.



## Stage 6

# OVER AND UNDER

### DESCRIPTION:

A combination of two hurdles create this obstacle. Both identical in design. A "U" shaped metal pole 10 feet in length is supported into the ground at 3 feet in height. The second hurdle is placed in the same fashion yet spaced 10 feet and parallel to the first. As the officer approaches the first hurdle he/her must stop short of the hurdle and demonstrate five (5) complete pushups. The officer then gets up off the ground, unsupported and goes over the first hurdle. Once on the other side, the officer lays completely flat on his/her back. Immediately thereafter, the officer gets back on his/her feet. The officer will perform two repetitions of this movement before moving to the next pole where he/she drops to demonstrate five (5) more pushups. He/she then makes his/her way under, and through the second hurdle. Once on the other side, the officer again lays completely on his/her back and then returns to his/her feet. He/she then repeats this movement once more and proceeds to the next stage.

### JUSTIFICATION:

The push-up movement demonstrates the officer's ability to use multiple muscle groups at once. The officer would then have to go over an obstacle. An officer attempting to apprehend a non-compliant student(s) falls on his/her back and quickly gets back on his/her feet. The push-up movement demonstrates the officer's upper body and core strength. The officer would then have to go under an obstacle. The officer struggles to apprehend student and falls on his/her back and quickly gets back on his/her feet.



## Stage 7

# QUICK PEEK/PIE WALL 8' WIDE

### DESCRIPTION:

The officer approaches the 8 foot wall at its center. The officer does a Quick Peek/Pie technique around the left and right sides of the wall. When completed the officer proceeds to the next stage.

### JUSTIFICATION:

An officer is chasing student(s) across the school courtyard and the officer lost sight of the student(s). The officer needs to regain focus and use quick thinking to locate the student(s).



## Stage 8

### LEAP ACROSS 4 FEET

#### **DESCRIPTION:**

The Leap Across is established with two (2) parallel lines as markers placed four (4) feet apart and flat to ground level. It simulates jumping over a small ditch or low-lying object on the ground. While in a running stride the officer without stepping on either line will in a single leap go over and across both lines. The officer continues running to the next stage.

#### **JUSTIFICATION:**

An officer may have to jump over a ditch during a pursuit of student(s). The officer would have to land safely to avoid injury and attempt to apprehend student(s).



## Stage 9

# CLIMB/JUMP OVER 4 FOOT WALL

### **DESCRIPTION:**

A wall set 8 feet in length and 4 feet high is the makeup of this obstacle. The officer approaches the wall from a running stride. He/she supported by any part of the body must make his/her way over the wall to the opposite side. The officer then continues running to the next stage.

### **JUSTIFICATION:**

An officer should be able to climb over a solid obstacle to apprehend a student(s).



## Stage 10

### TIRE RUNS

#### **DESCRIPTION:**

Sprinting through tires laid in a straight pattern will help to develop speed, agility, endurance and leg strength. Begin at one end of the tires and step into each tire with one foot, one at a time. Do this as quickly as possible, making sure to lift your knee up high after stepping out of each tire to avoid tripping.

#### **JUSTIFICATION:**

While chasing a student, an officer may have to go through obstacles that are above the ground that may be in their path while running and maintaining their speed. Officers will have to lift their knees up high enough to maneuver over backpacks, books, personal belongings to avoid tripping.



## Stage 11

# APPREHENSION AND RESTRAINT

### **DESCRIPTION:**

An officer is in a standing position. The officer swiftly confronts the individual and physically takes the individual down to the ground. Obtaining a set of handcuffs which is placed at the same location, the officer proceeds to restrain both wrists. This action completes this phase.

### **JUSTIFICATION:**

The individual was involved in a physical altercation in the courtyard. The officer approached the individual. An officer's ability to exert explosive strength is vital to overcome resistance from individual. At this point, the officer was exhausted and should demonstrate his/her ability to properly subdue and restrain the individual.



## Stage 12

# RESCUE CARRY/DRAG

### DESCRIPTION:

Using the individual from the previous test stage. The officer will carry/drag the individual 50 feet to a designated location. This completes this stage as well as the officer's PFQT.

### JUSTIFICATION:

Several students get injured during a riot that happen during school hours. Officers approach the area where the riot happened and get the injured student(s), staff, and fellow officer to safety.



# ATTACHMENT

F





**JON J.P. FERNANDEZ**  
Superintendent of Education

**DEPARTMENT OF EDUCATION  
OFFICE OF THE ADMINISTRATOR  
STUDENT SUPPORT SERVICES DIVISION**

**500 Mariner Avenue Barrigada, Gu 96913**

Telephone: (671) 300-1623 / 1624 • Fax: (671)472-7888

Email: [cjanderson@gdoe.net](mailto:cjanderson@gdoe.net)



**CHRISTOPHER M. ANDERSON**  
Administrator

Date:

To:

From:

Subject: Notification of Version 2.1 Interim Standard PFQT Test Results

1. As per Standard Operating Procedure (SOP) 1200-024, you performed the Version 2.1 Interim Standard of the P.O.S.T. Physical Fitness Qualification (PFQT) as mandated by Public Law 34-49.
2. The Version 2.1 Interim Standard has Age/Gender specific scores that you are required to meet in order to perform the PFQT satisfactory.
3. As reflected in the table below, are the results of your performance for your age and gender.

Male/Female Age Group

Push Ups		Sit Ups		1 Mile Run		1 Mile Walk	
Required	Performed	Required	Performed	Required	Performed	Required	Performed

4. Please keep in mind what you are required to perform in order to meet the minimum standards of your age and gender.

\_\_\_\_\_  
**Sauna Santos**  
Attendance Officer Supervisor

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Employee's Signature**

\_\_\_\_\_  
**Date**





**JON J.P. FERNANDEZ**  
Superintendent of Education

**DEPARTMENT OF EDUCATION  
OFFICE OF THE ADMINISTRATOR  
STUDENT SUPPORT SERVICES DIVISION**

**500 Mariner Avenue Barrigada, Gu 96913**

Telephone: (671) 300-1623 / 1624 • Fax: (671)472-7888

Email: [cjanderson@gdoe.net](mailto:cjanderson@gdoe.net)



**CHRISTOPHER M. ANDERSON**  
Administrator

Date:

To:

From:

Subject: (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>) Written Warning

RE: Unsatisfactory Performance (Version 2.1 Interim Standard PFQT Test)

1. As per Standard Operating Procedure (SOP) 1200-024, you performed the Version 2.1 Interim Standard of the P.O.S.T. Physical Fitness Qualification (PFQT) as mandated by Public Law 34-49.
2. The Version 2.1 Interim Standard has Age/Gender specific scores that you are required to meet in order to perform the PFQT satisfactory.
3. As reflected in the table below, you did not meet the standard scores established for your age and gender.

Male/Female Age Group

Push Ups		Sit Ups		1 Mile Run		1 Mile Walk	
Required	Performed	Required	Performed	Required	Performed	Required	Performed

4. In accordance with SOP 1200-024 and Public Law 34-49, this is your first unsatisfactory performance in the Version 2.1 Interim Standard PFQT.

I am required to document your unsatisfactory performance and advise you of the consequences (as reflected in the table below).

1 <sup>st</sup> Unsatisfactory	1 <sup>st</sup> Written Warning Issued
2 <sup>nd</sup> Unsatisfactory	2 <sup>nd</sup> Written Warning Issued
3 <sup>rd</sup> Unsatisfactory	3 <sup>rd</sup> Written Warning Issued
4 <sup>th</sup> Unsatisfactory	Temporary Suspension of POST Certification pending determination by the POST Commission



5. You **must** increase your efforts in the PFQT and score the required standards of your age and gender. Failure to improve and meet the fitness standards is a serious condition that will immediately affect your peace officer certification with the Guam P.O.S.T Commission, pursuant to **Public Law 34-49**.
6. Please be advised, pursuant to **Public Law 34-49 (§ 3105 (e) of Chapter 3, Title 27, and Guam Administrative Rules and Regulations:** "The peace officer's certification shall be temporarily suspended until a determination is made by the POST Commission. The peace officer shall be assigned to administrative duties. Agency heads shall make a recommendation that the POST Commission revoke the peace officer's certification upon review. The peace officer shall not be allowed to carry a firearm. **Hazardous pay and increment pay may be denied.** The employer shall take administrative action in accordance with Department of Administration's rules and regulations or applicable autonomous agency personnel rules and the "Fair Labor Standards Act."
7. The issuance of this Written Warning to you serves to memorialize this action as a record of **progressive discipline** in accordance with the Public Law 34-49 and Standard Operating Procedure (SOP) 1200-024.

\_\_\_\_\_  
**Sauna Santos**  
**Attendance Officer Supervisor**

\_\_\_\_\_  
**Date**

I have received and read this document; my signature acknowledges understanding of responsibilities for non-compliance.

\_\_\_\_\_  
**Employee's Signature**

\_\_\_\_\_  
**Date**





**JON J.P. FERNANDEZ**  
Superintendent of Education

**DEPARTMENT OF EDUCATION  
OFFICE OF THE ADMINISTRATOR  
STUDENT SUPPORT SERVICES DIVISION**

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**CHRISTOPHER M. ANDERSON**  
Administrator

Date:

To:

From:

Subject: Notification of Version 2.1. Interim Standard PFQT Re-Test

Date:

Time:

Location:

Male/Female Age Group

Push Ups		Sit Ups		1 Mile Run		1 Mile Walk	
Required	Performed	Required	Performed	Required	Performed	Required	Performed

**Recommendations:**

- Get at least 6-8 hours of sleep to help energize your mind and body
- Drink water throughout the day
- Eat slow-digesting carbs (whole grains) for breakfast and lunch to help with endurance and burn more fat during exercise
- Dynamic stretches before exercise

\_\_\_\_\_  
**Sauna Santos**  
**Attendance Officer Supervisor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Employee's Signature**

\_\_\_\_\_  
**Date**

