

FITNESS ROOM POLICY

I. PURPOSE

The purpose of this policy is to establish procedures and guidelines for regular employees to utilize the City's on-site fitness equipment.

II. POLICY

As part of the City of Chandler's focus on wellness, the City provides a fitness room for use by all regular full-time and part-time employees. Guests, temporary employees or contract staff are not permitted to use the fitness room.

III. RESPONSIBILITIES

- A. It is the responsibility of the Employee to contact their health care provider prior to using the facility for appropriateness and safety of any exercise program and use the fitness equipment responsibly and to comply with the provisions of this policy.
- B. It is the responsibility of the Employee to read and sign the Acknowledge and Release of Liability form prior to using the facility. Employees will be required to sign in at the facility when using the equipment.
- C. It is the responsibility of the employee to report equipment and safety concerns to the Human Resources Wellness Coordinator.
- D. It is the responsibility of the Human Resources Wellness Coordinator to coordinate the resolution of any safety concerns or equipment issues.

IV. PROCEDURES

- A. The fitness room is located in the basement of the Transportation & Development building.
- B. The room is open from 6:00 a.m. – 6:00 p.m., Monday through Friday and access into the building is assigned through the employee's keycard.
- C. Employees may only use the equipment in the fitness rooms during approved, scheduled breaks or lunches or before and after their regular work schedule.
- D. All employees that use the fitness room will be required to review the Fitness Room policy and sign the Acknowledgement and Release of Liability waiver before using the equipment. This waiver should be returned to the Human Resources Wellness Coordinator and will be kept on file.
- E. No food or drink (other than water) are allowed in the fitness room.

- F. Proper attire must be worn. Employees should not use the facility while in regular work attire. Examples of proper attire include gym shorts, yoga pants, sweat pants, tee shirts, tank tops and appropriate footwear such as tennis shoes or sneakers. Shower facilities are available. Employees who return to work after using the fitness room should do so in their normal work attire.
- G. There is a 15-minute limit on all cardiovascular equipment when others are waiting. Fitness equipment should be cleaned with provided sanitary wipes immediately after using the equipment. Fitness mats, weights and other portable items must be returned to their proper place after use.
- H. The City is not responsible for any lost or stolen items that are brought into the workout or shower area.
- I. The construction of other City fitness facilities, rooms or use of fitness equipment must have the prior approval by the City Manager.

V. APPROVAL



Debra Stapleton, Administrative Services Dir.

5/26/17

Date



Marsha Reed, City Manager

5/26/17

Date

Acknowledgement and Release of Liability

In consideration of my use of the exercise equipment and fitness room facility, I acknowledge that my use is expressly conditioned on my agreement to each of the terms in this Acknowledgement and Release of Liability. I acknowledge and agree as follows:

1. Use of the exercise equipment may involve physical activities that may cause injury. I understand that there is an inherent risk of injury when choosing to participate in any physical activity. My use is a voluntary activity and I assume all risks of injury and illness (including death) which I may sustain as a result from my participation in any and all activities arising out of, connected with, or in any way associated with my use of the fitness room.
2. The employee understands that it is highly recommended that the employee obtain a medical examination to ensure it is safe for the employee to participate in the program.
3. I, by executing this agreement, hereby waive all liability and causes of action rising out of or related to injuries or illness (including death), damages, or loss which may accrue to me based on my use of the fitness room. I agree to fully release and discharge the City of Chandler, its elected officials, managers, directors, employees and agents (collectively the "Released Parties") from any liability, claim, or cause of action arising out of the Released Parties' negligence. I covenant not to sue the Released Parties for any alleged liabilities, claims, or causes of action released hereunder related to my use of the fitness room.
4. In the event of an emergency, I authorize the Released Parties to secure from any licensed hospital, physician, and/or medical personnel any treatment deemed necessary for my immediate care.
5. The Released Parties are not responsible for any loss or theft of personal property brought to or left in the fitness room or shower area and I release the City of Chandler from any liability for such loss or theft.
6. I understand and agree that my use of the facilities and equipment is only to be undertaken on my own personal time and that my use of the facilities and equipment is not within the course or scope of my employment.
7. I agree to comply with the Fitness Room policy and agree to conduct myself in a controlled and reasonable manner at all times and to refrain from using any equipment in a manner inconsistent with its intended design and purpose.
8. I understand that the City does not provide supervision, instruction or assistance for the use of the facilities and equipment.

I have read and fully understand this Acknowledgement and Release of Liability and voluntarily executed this document with full knowledge of its content. This document is binding upon me and my heirs, children, wards, personal representatives and anyone entitled to act on my behalf.

Signed: _____

Printed name: _____ Employee number: _____

Date: _____

Return signed document to Human Resources Wellness Coordinator, MS 703