



BASEBOSINST 1710.9

BASE BOSTON INSTRUCTION 1710.9

Subj: BASE BOSTON MWR FITNESS FACILITY

Ref: (a) Coast Guard MWR Manual, COMDTINST M1710.13 (series)

1. PURPOSE. To prescribe regulations governing the safe use of the Base Boston MWR Fitness Facility.
2. ACTION. Eligible members are responsible for compliance with posted rules, regulations, and provisions contained in this instruction.
3. DIRECTIVES AFFECTED. None.
4. DISCUSSION. The MWR Fitness Facility is operated by the MWR division of the Personnel Services Department. Use of the facility is "at-your-own-risk." All patrons shall ensure the facility is kept clean and orderly. All exercise equipment shall be used in a responsible manner. Use of the MWR Fitness Facility is a privilege; failure to comply with this instruction will result in suspension of privileges. Direct all questions to the Base Boston MWR Office.
5. ELIGIBILITY. Persons under the age of thirteen are not permitted in the facility without constant adult supervision. All eligible patrons have the authority to enforce the eligibility requirements. The OOD and Security shall make regular rounds at least daily to ensure compliance. With the exception of personnel assigned to units co-located with Base Boston, all personnel must have their military (to include retiree/dependent) identification card with them while in the gym and present it when requested. Police/Fire Department personnel shall carry equivalent identification. The following personnel are allowed access:
 - a. Active duty Coast Guard/DOD members and one escorted guest.
 - b. Reservists, military dependents, military retirees, DHS/DOD civilian employees.
 - c. Coast Guard Contractors that work on Base Boston
 - d. Police/Fire Department personnel who are assigned full time with the Boston Fire and Police Department.
6. SAFETY.
 - a. Close toed shoes shall be worn at all times. Tennis shoes or equivalent are recommended.
 - b. Spotters shall be maximized during all free weight exercises. No one may use the free weight straight bar bench press, incline bench press, or squat rack without a spotter.

- c. Tobacco (to include smokeless) products and alcoholic beverages are strictly prohibited in the facility.
- d. All equipment including; benches, bars and cardio machines shall be cleaned after each use with the anti-bacterial wipes that are provided.
- e. Patrons are required to have a towel with them at all times while in the gym.

7. OPERATION.

- a. The Base Boston MWR Staff, OOD (Officer of the Day) and Security are responsible for ensuring the policies set forth in this instruction are followed and enforced.
- b. The Base Boston MWR Staff, OOD and Security have the right to revoke fitness facility privileges and remove patrons from the gym at any time if they feel this instruction is not being followed. If any person is found in violation of this instruction and is asked to leave, the violator's name and agency information, if available, will be recorded and given to a member of the MWR Staff.
- c. The fitness facility hours of operation are 0530 - 2200 every day of the year including holidays.
- d. Monday thru Friday during normal work days (excluding holidays) facility use will be restricted to active duty Coast Guard and civilian personnel during the following peak hours:
 - (1) 0530 - 0800
 - (2) 1100 - 1300
- e. All patrons shall sign-in on the fitness center log prior to using the facility. By signing the log all patrons are indicating they have read and are familiar with this instruction.
- f. Patrons shall rack all weights after use. All weights and dumbbells shall be lowered to the deck in a controlled manner; dropping or throwing dumbbells is strictly prohibited and will not be tolerated.
- g. If patrons are waiting to use cardio equipment, use shall be limited to 30 minutes.
- h. Facility rules will be posted in the vicinity of the sign-in sheet.

8. RECORDS MANAGEMENT CONSIDERATIONS. This instruction has been thoroughly reviewed during the instruction clearance process, and it has been determined that there are no further records scheduling requirements, in accordance with Federal Records Act, 44 U.S.C. 3101 et seq., NARA requirements, and Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not have any significant or substantial change to existing records management requirements

9. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.

- a. The development of this instruction and the general policies contained within have been thoroughly reviewed by the originating office and are categorically excluded (CE) under current USCG CE # 33 from further environmental analysis, in accordance with Section 2.B.2 and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series).
- b. This directive will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local law or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this Manual must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), Council on Environmental Policy NEPA regulations at 40 CFR 1500-1508, DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates

10. FORMS/REPORTS. None.

T. J. HEITSCH

Encl: Fitness Center Sign In Sheet