DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND
950 JEFFERSON AVENUE
FORT EUSTIS, VIRGINIA 23604-5700

REPLY TO
ATTENTION OF

ATBO-C

03 JUN 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: TRADOC Policy Letter 19, Civilian Health and Resiliency

1. References:

a. AR 600-63 (Army Health Promotion), 7 May 2007, Rapid Action Revision issued 7 September 2010.

b. Memorandum, Under Secretary of Defense, 1 Feb 11, subject: Department of Defense Employee Wellness Awareness Information Campaign.

2. Deliberate effort to sustain, encourage, develop, and support optimal health and wellness of the TRADOC Civilian workforce is a top priority. Encouraging a strong, healthy, balanced Civilian workforce develops Civilian leaders who are equipped to face the complex challenges of the future.

3. Leaders at all levels must commit to actively supporting and encouraging holistic health for our Civilians. I encourage and expect the workforce to engage in physical fitness programs (see reference 1a); morale, welfare, and recreation activities; and services, nutrition classes, screening services (e.g., blood pressure checks/ cholesterol screenings), professional development initiatives, smoking cessation classes, resilience training, and other activities within the community that improve holistic health efforts. In keeping with the Army's Comprehensive Soldier and Family Fitness Program, I encourage you to complete the Global Assessment Tool (GAT) located at http://csf.army.mil/index.html, which serves as a tool to gauge your own wellness needs. The GAT will provide you a comprehensive assessment of your health in five dimensions of fitness: emotional, spiritual, social, family, and physical. The GAT is mandatory for deploying Department of the Army (DA) Civilians.

4. DA Civilians are encouraged to attend unit resilience training. Civilian supervisors, in conjunction with their local or assigned master resilience trainer (MRT), are authorized and encouraged to support formal Civilian employee resilience and performance training. There is no charge to leave as this is considered job-related training.

5. AR 600-63 allows leaders to authorize up to 3 hours of administrative leave per week for up to 6 months for Civilians to participate in command-sponsored physical fitness training, evaluation, and education. Supervisors should promote and support physical fitness-related programs for the maximum 6-month period authorized by regulation and utilize flexible work schedules thereafter to encourage continued Civilian employee physical fitness participation.

6. To the extent possible (i.e., mission permitting), supervisors are encouraged to adjust employees' work schedules and lunch breaks to accommodate all sanctioned wellness activities to keep the use of excused absence to a minimum. Employees

should be willing and flexible in adjusting work and lunch schedules to accommodate participation in these activities. Excused absence for wellness activities is not an entitlement and must be balanced with mission requirements. Leaders may utilize this option, at their discretion, for sanctioned wellness activities.

7. I challenge all of you to not only commit to your own health and well-being, but in doing so, commit to the strength and resilience of the Army.

8. This policy letter is effective until superseded or rescinded.

DAVID G. PERKINS
General, U.S. Army
Commanding

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