

# FITNESS ACTIVITY LOG

(submit Page 1 and Page 2)

	Month: _____		Month: _____		Month: _____		
Day	Activity	Min	Activity	Min	Activity	Min	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
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14							
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18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
Month Total Minutes			Month Total Minutes			Month Total Minutes	
Quarter Total Minutes			Quarter Total Minutes			Quarter Total Minutes	

Print Employee Name: \_\_\_\_\_

## FITNESS ACTIVITY LOG

(submit Page 1 and Page 2)

Accumulate a minimum of 1,170 minutes (19.5 hours) in 30-minute and/or 45-minute and/or 60-minute workout sessions by the end of the Quarter to qualify for additional time off in the Fitness Leave Bank.

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### **39 30-minute workouts qualify.**

Any workout between 30 & 44 minutes should be recorded as a 30 minute workout.

### **26 45-minute workouts qualify.**

Any workout between 45 & 59 minutes should be recorded as a 45 minute workout.

### **20 60-minute workouts qualify.**

Any workout 60 minutes or more should be recorded as a 60 minute workout.

**Any combination of individual 30 & 45 & 60 minute workout sessions totalling a minimum of 1,170 minutes in a Quarter qualifies.**

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Fill in the Fitness Activity Log on the reverse with 30-minute and/or 45-minute and/or 60-minute workouts to track your fitness activity toward your goal of reaching the minimum 1,170 qualifying fitness minutes.

**Total Workout Minutes This Quarter:** \_\_\_\_\_

**By signing below I confirm that the above totals are accurate and the information on the reverse documents the dates and workout sessions for my participation in the Fitness Activity Plan, and that the workouts listed on the reverse comply with the Fitness Activity Plan guidelines.**

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### **Submit quarterly Fitness Activity Log to Human Resources as follows:**

- \* Jan-Feb-Mar **due April 10**
- \* Apr-May-Jun **due July 10**
- \* Jul-Aug-Sep **due Oct 10**
- \* Oct-Nov-Dec **due Jan 10**

Remember:

- 1) Participation is voluntary and for those electing to participate, an annual fitness assessment at the Monterey Sports Center is required in order to accrue time in the Fitness Leave bank per this program
- 2) Submitting a Fitness Plan Waiver form to Human Resources is required to prior to participating in this program.
- 3) Fitness Activity Plan description can be found in your MOU or by contacting Human Resources.

Print Employee Name: \_\_\_\_\_