



UNITED STATES MARINE CORPS

MARINE CORPS BASE
BOX 555010
CAMP PENDLETON, CALIFORNIA 92055-5010

BO 6200.3B
MCCSSFD
30 Dec 02

BASE ORDER 6200.3B

From: Commanding General
To: Distribution List

Subj: SEMPER FIT HEALTH PROMOTION PROGRAM

Ref: (a) MCO P1700.29
(b) CMC White Ltr 06-97
(c) BO 6200.2C
(d) MCO P6100.12
(e) MCO 5100.28
(f) MCO P1700.24B
(g) MCO 5100.29
(h) IMEFO 5041.C (NOTAL)
(i) BO 5040.1K
(j) SECNAVINST 5100.13C

Encl: (1) Semper Fit Health Objectives
(2) Commanding General Inspection Program Checklist
(3) Sample Semper Fit Officer Appointment Letter

1. Situation

a. Operational and combat readiness is the Marine Corps' number one priority. Unhealthy lifestyles that include alcohol and substance abuse degrade the Marine Corps' ability to fulfill its mission. Approximately 50 percent of all deaths and illnesses in the United States relate directly to unhealthy lifestyle habits, primarily alcohol and substance abuse, tobacco use, poor diet, lack of exercise, and unmanaged stress. The Marine Corps has a responsibility to its military personnel (active, reserve and retired) and their family members to encourage a high state of physical and mental health.

b. Additional compromises to health and productivity result from undiagnosed or inadequately controlled hypertension (high blood pressure) and injuries. Positive lifestyle and behavioral changes should result in optimal health, enhance quality of life, and improve combat readiness for the Marine Corps.

Semper Fit is a combination of health education and related organizational, social, economic, and health care interventions designed to improve and protect health through education.

c. The Semper Fit Health Promotion Program provides a framework designed to address unhealthy lifestyle choices in the Marine Corps through systematic leadership and education. As directed by references (a) and (b), the Semper Fit Health Promotion Program consists of nine elements:

- (1) Tobacco use Prevention and Cessation
- (2) Physical Fitness
- (3) Injury Prevention
- (4) Nutrition Education
- (5) Stress Management
- (6) Suicide Awareness
- (7) Alcohol and Substance Abuse Prevention and Control
- (8) Hypertension Education and Control
- (9) Sexually Transmitted Disease (STD) and Human Immunodeficiency Virus (HIV) Transmission Prevention

d. Enclosure (1) provides specific DoD objectives related to the Semper Fit nine elements and should be used as guidance for the unit Health Promotion Program. References (c) through (g) provide resources for use in the establishment of a Semper Fit Health Promotion Program.

2. Cancellation. BO 6200.3A.

3. Mission. To increase productivity, reduce medical costs, and enhance readiness by providing education and services that promote behaviors for optimal health and wellness in active duty personnel by:

- a. Establishing a Semper Fit Health Promotion Program for Marine Corps Base (MCB), Camp Pendleton, California.

- b. Assigning responsibilities and duties to commands, Marine Corps Community Services (MCCS) organizations and support personnel.

- c. Instituting a Camp Pendleton Semper Fit Health Promotion Committee.

4. Execution

- a. Commander's Intent and Concept of Operations

- (1) Commander's Intent

- (a) As leaders committed to combat readiness, we place great importance in maintaining all of our weapons and combat support systems in the highest degree of readiness. The Semper Fit Health Promotion Program provides the Commander with policy, education information, programming information and resources to maintain top health and readiness of the Marine Corps ultimate weapon - the Marine and the entire service family. Reference (b) challenges leaders at all levels to support and build on this educational program and foster a climate, which promotes a healthy lifestyle for our Marines and Sailors.

- (b) Base Commands, I Marine Expeditionary Force (IMEF), the Naval Hospital and all tenant units will ensure total force and family readiness and maximize individual performance by adopting the Semper Fit Health Promotion Program, which encourages healthier lifestyles. Commanders must ensure that all Marines and Sailors receive education and training for four required training sessions (Suicide Awareness, Alcohol and Substance Abuse Prevention and Control, STD and HIV Prevention, and Tobacco Use Prevention and Cessation) and three additional hours of elective training sessions annually. Elective choices will depend on the needs of the individual command. In order to implement this training, the commanding officer of every unit will have at least one Semper Fit Officer assigned as a liaison to the Semper Fit Health Promotion Department. Training in all Semper Fit areas will be phased in over the next five years, via direction from HQMC (MR).

(2) Concept of Operations

(a) Commanding General, I MEF and MCB, Camp Pendleton:

1 Ensure the Semper Fit Health Promotion Program is integrated into ongoing exercises and training.

2 Conduct annual inspections of unit Semper Fit Programs as part of the Commanding General's Inspection Program (CGIP), under the oversight of the Base Inspector and I MEF Inspectors. Submit inspection reports to unit commanders, via the Inspectors and the Commanding General, per references (h) and (i).

3 Assign representatives to the Camp Pendleton Semper Fit Health Promotion Committee per paragraphs 4c(1)(a) through 4c(1)(8) of this Order.

(b) Commanders:

1 Ensure all personnel are enrolled in TriCare Prime for active duty by coordinating new accessions with the Naval Hospital staff.

2 Ensure the implementation of the Semper Fit Health Promotion Program within their command, focusing on specific DoD directives as stated in enclosures (1) and (2).

3 Appoint the S-3 training officer as the Semper Fit Health Promotion Program Officer of grade O-3 or higher, by appointment letter (enclosure (3)). Identify a Substance Abuse Counseling Officer (SACO), Fitness Coordinator, Weight Control Coordinator, Medical Personnel, and Chaplain to aid the Semper Fit Health Promotion Program Officer in performing their duties.

4 Ensure required Semper Fit training is provided to all personnel.

5 Ensure command orientation programs include information on where to obtain Semper Fit Health Promotion assistance and resources.

6 Promote a smoke-free working environment in accordance with reference (j), to include a written tobacco use policy and the designation of smoking/smokeless tobacco use areas.

7 Include Semper fit Health Promotion Program compliance and evaluation as part of the command inspection program per reference (a). A CGIP inspection list is shown at enclosure (2).

8 Provide a safe and healthy work environment to reduce injuries and stress.

9 Promote a leadership environment that encourages personnel to seek and receive help when needed.

10 Allocate command resources for training and program requirements.

(c) Semper Fit Health Promotion Officers will:

1 Identify themselves as the Semper Fit Health Promotion Officer to the Semper Fit Health Promotion Department and use this department as a resource. The Semper Fit Health Promotion Officer may assign duties to assist in coordinating health promotion efforts.

2 Coordinate and oversee the command's Semper Fit Health Promotion Program, using enclosure (1) as a guide.

3 Assess the needs of the command in conjunction with the Commanding Officer, to determine the health issues that are a concern to the command's readiness. Address these issues with education and programming to improve health and readiness.

4 Arrange and document a one hour, annual command training in the four required subject areas (Tobacco Use Prevention and Cessation, Suicide Awareness, Alcohol and Substance Abuse Prevention and Control, and STD and HIV Transmission Prevention).

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5 Identify three elective areas of the remaining Semper Fit nine elements and conduct three additional hours of annual command training.

6 Ensure SACO, Fitness Coordinator, Weight Control Coordinator, Medical Personnel, and Chaplain receive training in their subject areas. Ensure that Fitness Coordinator and Weight Control Coordinator receive training and resources from MCCS Semper Fit Division.

7 Attend the Navy Environmental Health Center Health Promotion Coordinator Training or equivalent Semper Fit training.

8 Provide and maintain a valid turnover folder.

9 Ensure that the unit is in compliance with checklist for CGIP per enclosure (2).

(d) Commanding Officer, Naval Hospital: Appoint a Semper Fit Health Promotion Program Officer of grade O-3 or higher to:

1 Develop, coordinate and assist in training Semper Fit subject matter instructors.

2 Assist the Camp Pendleton Semper Fit Health Promotion Coordinator in providing trained personnel to conduct Semper Fit Health Promotion classes in:

a Tobacco use prevention and cessation.

b Injury prevention.

c Nutrition education.

d STD's and HIV transmission prevention.

e Hypertension education and control.

3 Attend the Navy Environmental Health Center Health Promotion Coordinator Training or equivalent Semper Fit training.

4 Serve as a representative on the Base Semper Fit Health Promotion Committee.

(e) Base Chaplain:

1 Appoint a Semper Fit Health Promotion Officer of grade O-3 or higher to serve as a representative on the Base Semper Fit Health Promotion Committee.

2 Coordinate with the Base Semper Fit Health Coordinator to provide training in stress management and suicide prevention programs.

(f) Joint Public Affairs Officer:

1 Appoint a Semper Fit Health Promotion Officer of grade O-3 or higher to serve on the Camp Pendleton Semper Fit Health Promotion Committee.

2 Ensure educational information, announcements and events related to the Semper Fit Health Promotion Program are published.

(g) I MEF and Base Inspectors:

1 Appoint a Semper Fit Health Promotion Officer of grade O-3 or higher to serve on the Camp Pendleton Semper Fit Health Promotion Committee.

2 Per references (h) and (i), monitor and maintain administrative oversight of the Camp Pendleton Semper Fit Health Promotion Coordinator's annual inspections of unit Semper Fit Health Promotion Programs (enclosure (2)).

b. Subordinate Element Mission. The Assistant Chief of Staff (AC/S), MCCS has overall responsibility for the operation and implementation of the Semper Fit Health Promotion Programs. The AC/S, MCCS will appoint a Camp Pendleton Health Promotion Coordinator.

(1) The Camp Pendleton Semper Fit Health Promotion Coordinator:

(a) Chair the Camp Pendleton Semper Fit Health Promotion Committee.

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(b) Incorporate the specific guidance for program emphasis as provided by the General Officers' Executive Committee.

(c) Develop policy and plans and coordinate education, training and programming designed to prevent problems and enhance health and quality of life in the nine program areas that constitute Semper Fit Health Promotion.

(d) Serve as a clearinghouse for HQMC approved Semper Fit Health Promotion lesson guides.

(e) Ensure the Semper Fit Health Promotion Program is integrated into ongoing MCCS Semper Fit programs.

(f) Conduct special emphasis programs as needed and directed.

(g) Command Responsibility. Promote command responsibility in dealing with issues involving the health of Marines and Sailors and each service member's personal responsibility.

(h) Prevention and Education. Provide information to educate Marines and Sailors about prevention and avoidance of unhealthy lifestyles.

(i) Help and Treatment. Provide information to help identify Marines and Sailors who are in need of help in all program areas.

(j) Accountability and Consequences. Every Marine and Sailor is responsible for his or her own actions. Emphasize accountability and consequences of actions.

(k) Monitoring. Collect, analyze and disseminate information to assess the success of the program and focus efforts.

(2) AC/S MCCS will appoint representatives from the Community Services Support (CSS) Branch and the Consolidated Substance Abuse Counseling Center (CSACC) to serve on the Camp Pendleton Semper Fit Health Promotion Committee.

(3) Ensure that the Semper Fit Health Promotion Program follows objectives 1(a) - 1(k) above.

c. Coordinating Instructions

(1) The Camp Pendleton Base Semper Fit Health Promotion Program Committee will consist of representatives O-3 or higher from:

(a) Marine Corps Base

(b) I MEF

(c) 1st Force Service Support Group

(d) 3d Marine Aircraft Wing (MAG-39)

(e) 1st Marine Division

(f) Naval Hospital

(g) AC/S, MCCS

(h) Director, MCCS Semper Fit Division/Semper Fit Health Promotion Coordinator

(i) Director, MCCS, CSS Branch

(j) Director, MCCS, CSACC

(k) Base Chaplain

(l) Marine Corps Civilian Human Resources West

(m) Consolidated Public Affairs Office

(n) Marine Corps Air Station

(o) Dental

(p) Base Safety

(2) All members will attend the Semper Fit Health Promotion Committee Training Course.

(3) The committee will meet quarterly to:

(a) Drive the work and objectives of the program.

(b) Identify existing Camp Pendleton health promotion resources and programs.

(c) Develop strategies and coordinate support that brings focus to the ultimate goals of promoting healthy lifestyle habits.

(d) Recommend and implement additional health promotion programs.

(e) Ensure that various on-base agencies and services share information, pool resources and identify trends and behaviors.

(f) Ensure Semper Fit Health Promotion Program objectives are met.

5. Administration and Logistics. Directives issued by this Headquarters are published and distributed electronically via email at SMB PENDLETON Directives Control Point. For commands and organizations without access to the internet, hard copy versions of Marine Corps Base Directives can be obtained through the Directives Control Point at the Base Adjutant's office.

6. Command and Signal

a. Signal. This Order is effective the date signed.

b. Command

(1) This Order has been coordinated and concurred with by the Commanding General, I MEF. All I MEF commanders will comply with policies and procedures set forth in this Order.

(2) This Order is applicable to all active duty, reserve and retired Marines and Sailors of MCB, I MEF and the Naval

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Hospital, Camp Pendleton and their dependents. Civilian employees, both appropriated and non-appropriated fund employees, may participate on a strictly voluntary basis.

L. H. FARMER

Chief of Staff

Authenticated: 30 December 2002

DISTRIBUTION: A-3

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SEMPER FIT HEALTH OBJECTIVES

1. The Marine Corps Semper Fit Health Promotion Measures of Effectiveness are based on objectives adopted from the Department of Health and the Human Services Healthy People 2010 Program, as well as the goals and objectives agreed to by the Secretary of Defense through the Prevention, Safety and Health Promotion Council (PSHPC). The purpose of the PSHPC is to advance health promotion and prevention initiatives that support the DoD Strategic Plan, especially the goals: Fit and Ready Force; and Healthy Communities at Home and Abroad, and in Peacetime and Conflict.

2. The areas addressed are: Tobacco use prevention and cessation, physical fitness and sports, injury prevention, nutrition education, stress management, suicide awareness, alcohol and substance abuse prevention, hypertension screening, education and control and STD/HIV prevention.

3. The main source of information to determine progress toward goals and objectives will be the DoD Survey of Health Related Behaviors Among Military Personnel. This survey is conducted approximately every three years and is designed to establish baseline data to assess progress toward selected Healthy People 2010 objectives for active duty military personnel. Any reference to the survey in this enclosure will refer to the DoD Survey of Health Related Behaviors Among Military Personnel only. Participation in this survey is completely voluntary and the names of participants are held confidential.

4. The focus of health promotion in the Marine Corps will be on continuous improvement above and beyond those goals set in the Healthy People 2010 program. However, the objectives listed below are those determined for the Marine Corps to achieve by the year 2000. Updated and improved goals and objectives will be promulgated as future DoD surveys determine progress.

5. Measures of Effectiveness

a. Tobacco Use Prevention and Cessation

(1) Goal. To provide effective, safe, quality tobacco cessation education.

Enclosure (1)

(2) Performance Measure

(a) All Marine Corps Bases/Installations will provide a minimum of one medically endorsed tobacco cessation program to Marines, family members, retirees and DoD civilian employees.

(b) Continuously increase the number of Marines who report on the survey that they do not use tobacco products.

b. Physical Fitness

(1) Goal. To provide fitness education programs.

(2) Performance Measure. Continuously increase the number of Marines who report on the survey that they are exercising a minimum of three hours per week.

c. Injury Prevention

(1) Goal. To provide effective, quality injury prevention education to all Marines.

(2) Performance Measure. Continuously reduce work-related injuries resulting in hospitalization, medical boards and physical evaluation boards.

d. Nutrition Education

(1) Goal. To provide effective, quality nutrition education programs.

(2) Performance Measure. Continuously reduce the number of Marines who report on the survey that they have been told by a health professional that they had high cholesterol.

e. Stress Management

(1) Goal. To provide quality, effective stress management programs.

(2) Performance Measure. Continuously increase the number of Marines who report on the survey that they experienced no decrease in job performance due to stress at work or at home.

Enclosure (1)

f. Suicide Awareness

(1) Goal. To provide suicide awareness/prevention programs.

(2) Performance Measure. Continuously reduce the number of Marine Corps suicides annually.

g. Alcohol and Substance Abuse Awareness

(1) Goal. To provide quality, effective alcohol and substance abuse prevention programs.

(2) Performance Measure

(a) Continuously reduce the number of Marines who report on the survey that they are drug users/heavy drinkers.

(b) Continuously decrease the number of Marines who report on the survey that their job performance was affected due to alcohol and/or substance abuse.

(c) Reduce the incidents of alcohol abuse and illegal substance abuse, per reference (j).

h. Hypertension

(1) Goal. To provide a quality hypertension awareness program.

(2) Performance Measure

(a) Continuously increase the number of Marines who report on the survey the results of their blood pressure checks within the past two years.

(b) Continuously reduce the number of Marines who report on the survey that they have been told by a health professional that their blood pressure was high.

Enclosure (1)

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(c) Continuously increase the number of Marines who report on the survey that they understand what hypertension is and where to go for assistance in hypertension reduction.

i. STD and HIV Transmission Prevention

(1) Goal. To provide quality, effective STD/HIV transmission programs.

(2) Performance Measure

(a) Continuously increase the reported use of condoms among sexually active unmarried active duty personnel.

(b) Continuously reduce the average incidence of new active duty personnel HIV cases annually.

(c) Continuously decrease the number of personnel who report on the survey that they have had a sexually transmitted disease in their lifetime.

6. Installation Semper Fit Divisions will utilize local MCCA capabilities to include CSACC, MCCA Personal Services Division or other organizations such as the local Medical Treatment Facility to the fullest extent possible for coordination and support of Semper Fit Health Promotion requirements.

7. Semper Fit Divisions may seek assistance from other available resources. Liaison with CMC (MR) and other major command Semper Fit Divisions is encouraged.

Enclosure (1)

CGIP
SEMPER FIT INSPECTION CHECKLIST

Command Support

1. Is there at least one Semper Fit Officer (O-3 or higher) at the battalion/squadron level?
2. Has a letter of appointment been issued?
3. Is there a PFT Coordinator at the battalion squadron level?
4. Is there a Weight Control Coordinator at the battalion/squadron level?
5. Is there a designated SACO for the battalion/squadron?
6. Is there a designated Chaplain for the battalion/squadron?
7. Is there a representative from the local medical unit designated as a liaison with Semper Fit?
8. Is the Semper Fit Officer apprised of available Semper Fit programs/resources?
9. Is the PFT Coordinator apprised of available Semper Fit programs/resources?
10. Is the Weight Control Coordinator apprised of available Semper Fit programs/resources?
11. Is the SACO apprised of available Semper Fit programs/resources?
12. Is the Chaplain apprised of available Semper Fit programs/resources?
13. Are Medical Personnel apprised of available Semper Fit programs/resources?
14. Have the designated personnel received training in their respective areas?
15. Does the Semper Fit Officer inform command of programs offered?

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16. Has the Semper Fit Officer identified specific needs for their command? Have actions been taken to meet demands?

17. Does the command support Semper Fit programs, through the passage of information to members through Troop Information Program (i.e. formations, classes and briefs, command orientations, etc.)?

18. Do welcome aboard briefs include Semper Fit and Single Marine Program Information?

19. Does the command use Semper Fit Health Promotion as a resource/duty expert in carrying out Health Promotion training, education and programs?

20. Does the command participate/sponsor physical fitness/recreation activities that promote and support the Semper Fit Program and the members readiness and QOL?

21. Does the command orientation program include information on where to obtain Semper Fit assistance and resources?

22. Does the command encourage participation in annual health fairs and safety awareness programs?

23. Does the command provide an environment that promotes appropriate referrals to counseling and support services without detriment to a member's career?

24. Is there a written tobacco use policy, which includes designation of non-smoking (to include smokeless tobacco products) and smoking areas? Are these areas designated with signs?

25. Does the command enforce the no tobacco use (to include smokeless tobacco) policy in all public buildings, unless designated by command as a smoking area according to the current edition of MCO 5100.28?

26. Does the command encourage tobacco cessation with those individuals that currently smoke and refrain from starting with those individuals that do not smoke? Does this include the promotion of the Navy Hospital Tobacco Cessation Program?

ENCLOSURE (2)

Training Requirements

1. Have all personnel received at least one hour annual training in the following subjects:
 - a. Tobacco use Prevention and Cessation.
 - b. Suicide Awareness and Prevention.
 - c. Alcohol and Substance Abuse Prevention and Control.
 - d. Sexually Transmitted Disease and Human Immunodeficiency Virus Transmission Prevention.
2. Have all personnel received at least three additional hours of annual training in a combination of any of the following subject areas:
 - a. Physical Fitness.
 - b. Injury Prevention.
 - c. Nutrition Education.
 - d. Stress Management.
 - e. Hypertension Education and Control.
3. Are all active duty personnel enrolled in TriCare Prime?
4. Have command resources been allocated to support healthy lifestyles when requested/necessary?

Physical Fitness

1. Does the unit promote and educate personnel to maintain optimal physical fitness levels?
2. Does the unit PT three times per week for at least 60 minutes?
3. Does the unit have a Remedial Physical Conditioning Program?

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4. Does the command utilize Semper Fit resources for physical conditioning programs and remedial physical conditioning programs?

ENCLOSURE (2)

SAMPLE
SEMPER FIT OFFICER APPOINTMENT LETTER

1710
(Code)
(Date)

From: Commanding Officer
To: Rank, Full Name, Unit

Subj: APPOINTMENT AS SEMPER FIT OFFICER

Ref: (a) MCO 1700.29
(b) MCO P6100.12
(c) BO 6200.3B

1. Per the references, you are appointed as the Semper Fit Officer for (unit name).

2. You will thoroughly familiarize yourself with the references and effectively utilize them as guidance in the performance of your duties. For questions regarding these duty assignments you may call the Semper Fit Health Promotion Office.

3. This appointment will remain in effect until properly relieved by the Commanding Officer of (unit name).

(Signature)

Enclosure (3)