



## DEPARTMENT OF THE NAVY

COMMANDING OFFICER  
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IN REPLY REFER TO:  
HT-28INST 6101  
00  
18 Jan 13

### HELTRARON TWENTY-EIGHT INSTRUCTION 6101

Subj: SQUADRON PHYSICAL TRAINING (PT) INSTRUCTION

1. Situation. Provide guidance and procedures for establishing a monthly squadron physical training (PT) schedule.
2. Mission. All military personnel within HELTRARON TWENTY-EIGHT (HT-28) shall participate in the monthly squadron PT program. Each Department Head will be assigned a separate month to plan, coordinate and supervise execution of a physical training event for the squadron.

### 3. Execution

a. Commander's Intent. In order to establish a more effective physical training program, HT-28 will establish a monthly physical training regimen. This program will ensure that all military personnel within the command have the opportunity to expand their personal PT programs by participating in a squadron-lead event at least once per month. The added camaraderie will serve to boost wardroom esprit de corps.

#### b. Concept of Operations

(1) Departments will be assigned an individual month to be responsible for leading the squadron's PT.

(2) Each Department Head will plan the PT event and provide a brief description to the XO then CO for approval. Medium for the brief will be either PowerPoint or e-mail. The plan shall include a description of the event, required support (internal and external) to carry out the event, location and date/time of event.

(3) Once approved, the Department is then responsible for all coordination in order to execute the event. Ensure coordination is made with the Operations Department in order to provide scheduling guidance.

#### c. Tasks

(1) Commanding Officer (CO). Approve the final PT plan for each Department.

(2) Executive Officer (XO). Provide planning mentorship and scheduling guidance to each Department in order to fulfill CO's guidance.

(3) Department Heads. Ensure compliance with this instruction.

(4) Senior Enlisted Advisor (SEA). Assist as required with coordination of Enlisted Aircrew office to assist in monthly PT events.

d. Coordinating Instructions

(1) All military personnel within HT-28 shall participate in squadron PT events unless medically unqualified (requires medical down chit), scheduled for simulator event, or participating in a flight event or class that directly conflicts with scheduled PT events.

(2) Each Department Head shall provide their PT plans for approval no later than the first of each month. The XO will review the plan, make corrections and/or provide guidance. The CO will approve of all plans before returning them to the respective Departments to execute.

(3) All PT plans shall include a request to Base Medical support services via the Squadron Flight Surgeon for Corpsman support during the planned PT event.

(4) Monthly schedule:

MONTH	DEPARTMENT
January	Safety
February	Reserves
March	Sr Marine
April	PFA / PFT *
May	Sr Navy
June	Sr Coast Guard
July	Sr Enlisted (SEA)
August	Stan
September	Admin
October	PFA / CFT *
November	STUCON
December	Ops

\* April and October are typically PFA/PFT/CFT months. If dates shift then a department will be reassigned.

4. Administration and Logistics

a. The SEA shall coordinate the use of the Enlisted Aircrew to assist in the logistical support requirements for each squadron PT event.

b. The Squadron Flight Surgeon shall ensure that each squadron PT event has Corpsman support, as requested by each Department Head for their assigned event.

c. Each PT event shall plan to have a Corpsman, duty vehicle, and water available.

d. If any portion of the PT event takes place before sunrise or after sunset on roadways, then reflective belts (i.e. Glow Belts) shall be worn.

e. If the PT event is a formation run along roadways, then road guards shall be assigned. Four road guards in total, two up front and two in the rear of the formation, shall wear reflective vests to identify them and aid in making them visible to vehicular traffic.



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