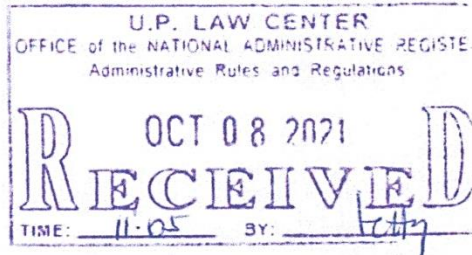




Republic of the Philippines  
Department of Justice  
**BUREAU OF CORRECTIONS**  
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# ANNUAL PHYSICAL FITNESS TEST



*"Reforming Lives, Community Thrives"*



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### APPROVAL

Prepared By	Recommended By	Approved By
<p>HUMAN RESOURCE DIVISION</p>		
<p>Submitted By</p>		
<p>            QTC SUPT JOHN PAUL O SANTOS            ACTING DIRECTOR, DIRECTORATE            FOR ADMINISTRATION</p>	<p>            ASEC GABRIEL P CHACLAG            CHAIRPERSON, DPMB</p>	<p>            USEC GERALD O BANTAG            DIRECTOR GENERAL </p>

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### 1. REFERENCES

- 1.1. Memorandum dated 14 February 2020 signed by USEC Gerald Q. Bantag, Director General, BuCor re: Physical Fitness Program.
- 1.2. Civil Service Commission Memorandum Circular No. 8 s. 2011 dated 07 March 2011 signed by then Chairman Francisco T. Duque III, M.D. MSc re: Reiteration of the Physical Fitness Program "The Great Filipino Workout".
- 1.3. Civil Service Commission Memorandum Circular No. 6 s. 1995 dated 20 April 1995 signed by then Chairman Corazon Alma G. De Leon re: "The Great Filipino Workout".
- 1.4. Civil Service Memorandum Circular No. 38 s. 1992 dated 20 September 1992 by then Chairman Patricia Sto. Tomas re: Physical and Mental Fitness Program for Government Personnel.

### 2. RATIONALE

The BuCor submits to the principle that "A Sound Body Breeds A Sound Mind". In this, the BuCor embraces the implementation of physical conditioning and physical fitness program for its Uniformed Personnel. Thus, the Physical Fitness Test (PFT) Standard was made with a program designed to complement the sports activities of BuCor and in developing as well as maintaining the physical fitness of every BuCor Uniformed Personnel.

Based on scientific studies, data shows that at the age of 40, the aging process starts. A person is prone to diseases

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and/or disorders. This may be genetically inherent in addition to external factors brought by lifestyle and environment stressors. Medical problems will start to manifest and a person will need regular monitoring of his/her condition in an attempt to prevent, maintain and/or delay the degenerative process of any disease. The PFT Standard has been formulated with this consideration in mind.

The PFT Standard shall be conducted annually according to age group which is scheduled on the first quarter of the year. BuCor Uniformed Personnel are expected to obtain an accumulated score of equivalent to a grade of 75% as required of their age category. All BuCor Uniformed Personnel assigned at the NHQ and the OPPFs shall simultaneously undergo the said activity. The Human Resource Division (HRD) shall include the PFT results of all BuCor Uniformed Personnel in their 201 file.

Therefore, the annual PFT is designed to regularly check the physical fitness and well-being of every BuCor Uniformed Personnel.

### 3. OBJECTIVES

- 3.1. To enhance the physical fitness of the BuCor Uniformed Personnel;
- 3.2. To keep BuCor Uniformed Personnel physically fit to readily carry out the duties and responsibilities that they are called upon to perform;

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- 3.3. To contribute and support the promotion and enhancement of National Fitness and Sports Development Program;
- 3.4. To ensure efficiency and uniformity in the conduct of annual physical fitness test; and
- 3.5. To determine the individual Physical Fitness Profile of BuCor Uniformed Personnel.

#### 4. SCOPE

This Memorandum Circular applies to all BuCor Uniformed Personnel in the NHQ and PPFs.

#### 5. DEFINITION OF TERMS/ABBREVIATIONS

- 5.1. **Physical Fitness Test (PFT)** – refers to the method of evaluating the physical condition of BuCor Uniformed Personnel in terms of stamina, strength, speed, and agility.
- 5.2. **Body Mass Index (BMI)** – refers to the person's weight in kilograms divided by the square of height in meters. A high BMI can indicate high body fatness.
- 5.3. **BuCor Uniformed Personnel** – refers to the Commissioned Officers and Non-Commissioned Officers of BuCor in active service.
- 5.4. **BuCor Health Facilities** – refers to the NBP Hospital, PPF Hospitals, and infirmaries.

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### 6. GUIDELINES

#### 6.1. Uniformed Personnel Categories Based on Capabilities

The Directorate for Health Services (DHS) shall prepare a database for physical profiling of all BuCor Uniformed Personnel which are as follows:

- 6.1.1. Class 1 – Physically fit to work, undergo training, and/or PFT.
- 6.1.2. Class 1A – Fit to work and/or undergo training but with controlled medical condition or correctible physical defects, e.g., controlled hypertension, diabetes mellitus, tolerable arthritis, error of refraction, dental carries, hearing defects, etc. Able to perform/execute PFT/physical activities with monitoring.
- 6.1.3. Class 2 – May undergo training but with medical condition that may need monitoring and regular follow-up, e.g., controlled hypertension, diabetes mellitus, joint pathology with intermittent joint pains including gout and ligament insufficiency, and back pains/problems.
- 6.1.4. Class 3 – Employable. Post-surgery with metal implants, with limitation of movement, amputation, and/or use of prosthesis. For alternative physical activities that they are able to perform/execute. May undergo training but requires one or more of the following:

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- 6.1.4.1. Maintenance medication and follow-up treatment.
- 6.1.4.2. Periodic evaluation.
- 6.1.4.3. Limited duty/activity.
- 6.1.4.4. Special assignment.
- 6.1.5. Class 4 – Temporarily unfit and/or unsafe to perform work of any kind, e.g., active pulmonary tuberculosis (PTB), particular post-surgical procedures, post-cesarian section (CS) or normal spontaneous delivery (NSD).
- 6.1.6. Class 5 – Unfit for employment and/or undergo training/PFT, e.g., S/P brain attack/stroke with neurological deficiency, paralyzed, aneurysm survivor, COPD, heart failure/by-pass surgery, kidney failure/chronic kidney disease/end stage renal disease, end stage carcinoma, undergoing dialysis or chemotherapy.
- 6.2. All BuCor Uniformed Personnel who shall take the annual PFT must undergo a medical examination and shall submit the result to the Medical Officers assigned by the DHS for evaluation. Said Medical Officers may direct/recommend other medical examinations needed based on the former's medical assessment before they will issue the required medical clearance for the annual PFT.
- 6.3. BuCor Uniformed Personnel who are pregnant, with temporary disability and other health conditions as determined by the DHS may be exempted to PFT.

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- 6.4. All BuCor Uniformed Personnel required to undergo the PFT shall perform the standard set by the NHQ through the Corrections Training School (CTS).
- 6.5. PFT for all BuCor Uniformed Personnel assigned at the NHQ and the NBP shall be supervised by the CTS.
- 6.6. The Superintendents/OICs of OPPFs shall conduct and supervise the PFT of their respective BuCor Uniformed Personnel at their AOR or at the venues that they may designate taking into consideration the safety of their personnel. The standard set to be used must be the standard being used at the NHQ.
- 6.7. All BuCor Uniformed Personnel shall be in their prescribed athletic uniform during their PFT.
- 6.8. Guidelines on Scoring and Grading will be based on the matrix of events and standards (See attached appendix "A")

## 7. DUTIES AND RESPONSIBILITIES

### 7.1. Corrections Training School

- 7.1.1. Crafts the PFT Standard to be used bureau-wide;
- 7.1.2. Conducts the PFT at the NHQ and the NBP Quadrants;
- 7.1.3. Provides the needed support in the conduct of PFT of personnel;

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- 7.1.4. Consolidates the PFT results of all units and offices;
- 7.1.5. Submits the attendance and PFT results to HRD;
- 7.1.6. Provides the PPFs of the PFT Standard to be used;
- 7.1.7. Conducts a three-month fitness program for those who failed the annual PFT; and
- 7.1.8. Performs other tasks as directed.

### 7.2. Human Resource Division

- 7.2.1. Monitors the activity;
- 7.2.2. Evaluates the fitness for promotion and placement to key positions of the personnel classified under C3;
- 7.2.3. Evaluates for possible attrition of the BuCor Uniformed Personnel classified under C4;
- 7.2.4. Issues order for the detail of PFT Teams;
- 7.2.5. Directs/informs all BuCor Uniformed Personnel scheduled to undergo the annual PFT; and
- 7.2.6. Performs other tasks as directed.

### 7.3. Intelligence and Investigation Division

- 7.3.1. Conducts initial investigation/evaluation of all BuCor Uniformed Personnel who shall fail to report on their scheduled PFT and medical

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examination as referred by the Human Resource Division (HRD) and OPPFs; and

7.3.2. Performs other tasks as directed.

### 7.4. Directorate for Health Services

7.4.1. Coordinates with other government health institutions/facilities accredited by the DOH for referral of BuCor Uniformed Personnel who shall undertake the annual PFT. Thus, funds thereof shall be included in the DHS Project Procurement Management Plan (PPMP);

7.4.2. Assigns Medical Officers who shall evaluates the result of the medical examination of BuCor Uniformed Personnel and issue medical clearance for the annual PFT;

7.4.3. Maintains database for the physical profile (C1, C2, C3 and C4) of all BuCor Uniformed Personnel; and

7.4.4. Performs other tasks as directed.

### 7.5. BuCor Security and Escort Command

7.5.1. Provides personnel to assist in the traffic flow during the conduct of the PFT at the NHQ;

7.5.2. Prepares PFT venue to be used during the conduct of PFT at the NHQ;

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7.5.3. Assists the CTS in the conduct of PFT for the Command Group and Directorial Staff at the NHQ; and

7.5.4. Performs other tasks as directed.

### 7.6. Operating Prison and Penal Farm

7.6.1. Superintendents/OIC of OPPFs shall supervise the conduct of PFT and medical examination of their respective BuCor Uniformed Personnel;

7.6.2. Provides the needed support in the conduct of PFT of their respective BuCor Uniformed Personnel; and

7.6.3. Performs other tasks as directed.

## 8. FINANCIAL CLAUSE

All expenses incidentals thereto shall be charged to the funds of this bureau subject to the usual accounting and auditing procedures.

## 9. SEPARABILITY CLAUSE

If any provision of this Memorandum Circular is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

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### 10. REPEALING CLAUSE

All Orders relative to and inconsistent with the provisions of this policy are hereby amended or revoked accordingly.

### 11. EFFECTIVITY

This memorandum circular shall take effect after 15 days from filing a copy at the University of the Philippines Law Center (UPLC) in accordance with Sections 3 and 4, Chapter II, Book VII of Executive Order No. 292, otherwise known as "The Revised Administrative Code of 1987."

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### TRANSMUTATION FOR STRENGTH AND AGILITY TEST FOR BUCOR PERSONNEL

SITUP

#### RAW SCORE FOR EACH AGE GROUP AGE BRACKET

PERCENTAGE	29 & Below		30-34		35-39		40-44		45 - Above	
	M	F	M	F	M	F	M	F	M	F
100	65	60	63	58	61	56	59	54	57	52
99	64	59	62	57	60	55	58	53	56	51
98	63	58	61	56	59	54	57	52	55	50
97	62	57	60	55	58	53	56	51	54	49
96	61	56	59	54	57	52	55	50	53	48
95	60	55	58	53	56	51	54	49	52	47
94	59	54	57	52	55	50	53	48	51	46
93	58	53	56	51	54	49	52	47	50	45
92	57	52	55	50	53	48	51	46	49	44
91	56	51	54	49	52	47	50	45	48	43
90	55	50	53	48	51	46	49	44	47	42
89	54	49	52	47	50	45	48	43	46	41
88	53	48	51	46	49	44	47	42	45	40
87	52	47	50	45	48	43	46	41	44	39
86	51	46	49	44	47	42	45	40	43	38
85	50	45	48	43	46	41	44	39	42	37
84	49	44	47	42	45	40	43	38	41	36
83	48	43	46	41	44	39	42	37	40	35
82	47	42	45	40	43	38	41	36	39	34
81	46	41	44	39	42	37	40	35	38	33
80	45	40	43	38	41	36	39	34	37	32
79	44	39	42	37	40	35	38	33	36	31
78	43	38	41	36	39	34	37	32	35	30
77	42	37	40	35	38	33	36	31	34	29
76	41	36	39	34	37	32	35	30	33	28
75	40	35	38	33	36	31	34	29	32	27
74	39	34	37	32	35	30	33	28	31	26
73	38	33	36	31	34	29	32	27	30	25
72	37	32	35	30	33	28	31	26	29	24
71	36	31	34	29	32	27	30	25	28	23
70	35	30	33	28	31	26	29	24	27	22
69	34	29	32	27	30	25	28	23	26	21
68	33	28	31	26	29	24	27	22	25	20
67	32	27	30	25	28	23	26	21	24	19
66	31	26	29	24	27	22	25	20	23	18
65	30	25	28	23	26	21	24	19	22	17
64	29	24	27	22	25	20	23	18	21	16
63	28	23	26	21	24	19	22	17	20	15
62	27	22	25	20	23	18	21	16	19	14
61	26	21	24	19	22	17	20	15	18	13
60	25	20	23	18	21	16	19	14	17	12

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### TRANSMUTATION FOR STRENGTH AND AGILITY TEST FOR BUCOR PERSONNEL

PUSH-UP

#### RAW SCORE FOR EACH AGE GROUP AGE BRACKET

PERCENTAGE	29 & Below		30-34		35-39		40-44		45 - Above	
	M	F	M	F	M	F	M	F	M	F
100	60	55	58	53	56	51	54	49	52	47
99	59	54	57	52	55	50	53	48	51	46
98	58	53	56	51	54	49	52	47	50	45
97	57	52	55	50	53	48	51	46	49	44
96	56	51	54	49	52	47	50	45	48	43
95	55	50	53	48	51	46	49	44	47	42
94	54	49	52	47	50	45	48	43	46	41
93	53	48	51	46	49	44	47	42	45	40
92	52	47	50	45	48	43	46	41	44	39
91	51	46	49	44	47	42	45	40	43	38
90	50	45	48	43	46	41	44	39	42	37
89	49	44	47	42	45	40	43	38	41	36
88	48	43	46	41	44	39	42	37	40	35
87	47	42	45	40	43	38	41	36	39	34
86	46	41	44	39	42	37	40	35	38	33
85	45	40	43	38	41	36	39	34	37	32
84	44	39	42	37	40	35	38	33	36	31
83	43	38	41	36	39	34	37	32	35	30
82	42	37	40	35	38	33	36	31	34	29
81	41	36	39	34	37	32	35	30	33	28
80	40	35	38	33	36	31	34	29	32	27
79	39	34	37	32	35	30	33	28	31	26
78	38	33	36	31	34	29	32	27	30	25
77	37	32	35	30	33	28	31	26	29	24
76	36	31	34	29	32	27	30	25	28	23
75	35	30	33	28	31	26	29	24	27	22
74	34	29	32	27	30	25	28	23	26	21
73	33	28	31	26	29	24	27	22	25	20
72	32	27	30	25	28	23	26	21	24	19
71	31	26	29	24	27	22	25	20	23	18
70	30	25	28	23	26	21	24	19	22	17
69	29	24	27	22	25	20	23	18	21	16
68	28	23	26	21	24	19	22	17	20	15
67	27	22	25	20	23	18	21	16	19	14
66	26	21	24	19	22	17	20	15	18	13
65	25	20	23	18	21	16	19	14	17	12
64	24	19	22	17	20	15	18	13	16	11
63	23	18	21	16	19	14	17	12	15	10
62	22	17	20	15	18	13	16	11	14	9
61	21	16	19	14	17	12	15	10	13	8
60	20	15	18	13	16	11	14	9	12	7

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### TRANSMUTATION FOR STRENGTH AND AGILITY TEST FOR BUCOR PERSONNEL

#### PULL-UP / VERTICAL HANGING

#### RAW SCORE FOR EACH AGE GROUP AGE BRACKET

PERCENTAGE	29 & Below		30-34		35-39		40-44		45 - Above
	M	F (m.s)	M	F (m.s)	M	F (m.s)	M	F (m.s)	
100	20	2,05	19	1,50	18	1,35	16	1,05	EXEMPTED
99		2,04		1,49		1,34		1,04	
98	18	2,03	17	1,48	16	1,33	14	1,03	
97		2,02		1,47		1,32		1,02	
96	16	2,01	15	1,46	14	1,31	12	1,01	
95		2,00		1,45		1,30		1,00	
94	14	1,59	13	1,44	12	1,29	10	0,59	
93		1,58		1,43		1,28		0,58	
92	12	1,57	11	1,42	10	1,27	8	0,57	
91		1,56		1,41		1,26		0,56	
90	10	1,55	9	1,40	8	1,25	6	0,55	
89		1,54		1,39		1,24		0,54	
88		1,53		1,38		1,23		0,53	
87		1,52		1,37		1,22		0,52	
86	9	1,51	8	1,36	7	1,21	5	0,51	
85		1,50		1,35		1,20		0,50	
84		1,49		1,34		1,19		0,49	
83		1,48		1,33		1,18		0,48	
82		1,47		1,32		1,17		0,47	
81		1,46		1,31		1,16		0,46	
80	8	1,45	7	1,30	6	1,15	4	0,45	
79		1,44		1,29		1,14		0,44	
78		1,43		1,28		1,13		0,43	
77		1,42		1,27		1,12		0,42	
76		1,41		1,26		1,11		0,41	
75	7	1,40	6	1,25	5	1,10	3	0,40	
74		1,39		1,24		1,09		0,39	
73		1,38		1,23		1,08		0,38	
72		1,37		1,22		1,07		0,37	
71		1,36		1,21		1,06		0,36	
70	6	1,35	5	1,20	4	1,05	2	0,35	
69		1,34		1,19		1,04		0,34	
68	5	1,33	4	1,18	3	1,03		0,33	
67		1,32		1,17		1,02		0,32	
66	4	1,31	3	1,16	2	1,01	1	0,31	
65		1,30		1,15		1,00		0,30	
64	3	1,29	2	1,14	1	0,59		0,29	
63		1,28		1,13		0,58		0,28	
62	2	1,27	1	1,12		0,57		0,27	
61		1,26		1,11		0,56		0,26	
60	1	1,25	0	1,10	1	0,55	0	0,25	



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### TRANSMUTATION FOR STRENGTH AND AGILITY TEST FOR BUCOR PERSONNEL

1000m RUN

RAW SCORE FOR EACH AGE

PERCENTAGE	29 & Below		30-34		35-39		40-44		45 - Above	
	M (sec)	F (sec)	M (sec)	F (sec)	M (sec)	F (sec)	M (sec)	F (sec)	M (sec)	F (sec)
100	2,50	3,20	3,50	4,20	4,50	5,20	5,50	6,20	6,50	7,20
98	3,00	3,30	4,00	4,30	5,00	5,30	6,00	6,30	7,00	7,30
96	3,10	3,40	4,10	4,40	5,10	5,40	6,10	6,40	7,10	7,40
94	3,20	3,50	4,20	4,50	5,20	5,50	6,20	6,50	7,20	7,50
92	3,30	4,00	4,30	5,00	5,30	6,00	6,30	7,00	7,30	8,00
90	3,40	4,10	4,40	5,10	5,40	6,10	6,40	7,10	7,40	8,10
88	3,50	4,20	4,50	5,20	5,50	6,20	6,50	7,20	7,50	8,20
86	4,00	4,30	5,00	5,30	6,00	6,30	7,00	7,30	8,00	8,30
84	4,10	4,40	5,10	5,40	6,10	6,40	7,10	7,40	8,10	8,40
82	4,20	4,50	5,20	5,50	6,20	6,50	7,20	7,50	8,20	8,50
80	4,30	5,00	5,30	6,00	6,30	7,00	7,30	8,00	8,30	9,00
78	4,40	5,10	5,40	6,10	6,40	7,10	7,40	8,10	8,40	9,10
76	4,50	5,20	5,50	6,20	6,50	7,20	7,50	8,20	8,50	9,20
74	5,00	5,30	6,00	6,30	7,00	7,30	8,00	8,30	9,00	9,30
72	5,10	5,40	6,10	6,40	7,10	7,40	8,10	8,40	9,10	9,40
70	5,20	5,50	6,20	6,50	7,20	7,50	8,20	8,50	9,20	9,50
60	5,30	6,00	6,30	7,00	7,30	8,00	8,30	9,00	9,30	9,60

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### TRANSMUTATION FOR STRENGTH AND AGILITY TEST FOR BUCOR PERSONNEL

100m SPRINT

#### RAW SCORE FOR EACH AGE GROUP AGE BRACKET

PERCENTAGE	29 & Below		30-34		35-39	40-44	45 - Above
	M	F (sec)	M	F (sec)			
100	6	8	8	10			
98	7	9	9	11			
96	8	10	10	12			
94	9	11	11	13			
92	10	12	12	14			
90	11	13	13	15			
88	12	14	14	16			
86	13	15	15	17			
84	14	16	16	18			
82	15	17	17	19			
80	16	18	18	20			
78	17	19	19	21			
76	18	20	20	22			
74	19	21	21	23			
72	20	22	22	24			
70	21	23	23	25			
60	22	24	24	25			

EXEMPTED

*"Reforming Lives, Community Thrives"*