Amendment to Fish and Wildlife Service Manual Chapter

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**Purpose:** This amendment enhances the weekly fitness hours for Federal Wildlife Officers in the National Wildlife Refuge System, and cancels the General Services Administration (GSA) fitness equipment purchasing requirement for micro-purchases.

**Actions:**

1. Under section “8.9 May I use official time to participate in health and fitness activities?,” change:

   “We will provide 3 hours per week of official duty time to assist law enforcement officers in meeting mandatory physical training (conditioning) requirements and the annual fitness assessments of the HFP.”

   to:

   “We will provide 3 hours per week of official duty time for Office of Law Enforcement Criminal Investigators and 1 hour per official duty day for Federal Wildlife Officers to help them meet mandatory physical training (conditioning) requirements and the annual fitness assessments of the HFP.”

2. Under section “8.13 Is fitness equipment available?,” change:

   “B. Managers must purchase fitness equipment through the General Services Administration (GSA) Purchase Schedule, Section 78-I-A. Exceptions require justification, and you must submit requests for waivers through GSA. All equipment, donated and purchased, is the property of the U.S. Government.”

   to:

   “B. Managers may purchase fitness equipment up to the micro-purchase threshold with a Government purchase card. For equipment that costs more than the micro-purchase threshold, they must follow established Government purchasing protocol (see 301 FW 4). All equipment, donated and purchased, is the property of the U.S. Government.”

/sgd/ James W. Kurth
DEPUTY DIRECTOR

Date: January 29, 2015