



Sample Workplace Policy Template: Physical Activity Policy

PURPOSE: Vermonters are more likely to die from chronic diseases than all other causes of death combined. The National Physical Activity Guidelines encourage adults to avoid inactivity and engage in a minimum of 2.5 hours or moderate physical activity a week in order to reduce the risk of developing many chronic diseases (U.S. Department of Health and Human Services). Physical activity also supports emotional wellbeing and can increase productivity in the workplace (SAMSHA).

[Company Name] is committed to providing a work environment that promotes physical activity and supports employees in meeting Physical Activity Guidelines.

POLICY STATEMENT: **[Company Name]** will support employee wellness and provide opportunities for employees to be physically activity while at work, specifically:

- Managers and supervisors will support employees to use breaks and lunch periods for physical activity if desired, and if feasible for the employee's position.
- Employees may request a flexible schedule to engage in physical activity, including an alternate start or end time to the workday to accommodate physical activity before, during or after work.
- Employees will be encouraged to engage in active meetings, including taking walking meetings, providing activity breaks during meetings, and allowing for standing during meetings.

SCOPE: This policy applies to all employee, interns and volunteers of **[Company Name]**. **[Company Name]** will ensure that wellness opportunities are provided for all employees, regardless of age, cultural or religious practices, gender, sexual orientation or disability status.

SUPPORTING ACTIVITIES: The following activities will be provided to employees to support the implementation of this policy: **[Select one or more activities]**

- Bike racks will be provided onsite and employees are encouraged to get to work through active or sustainable means of transportation.
- Signs will be posted at usable stairwells to encourage the use of stairs.
- Functional on-site fitness equipment will be available to employees at no cost.
- Ergonomic assessments will be offered to employees at no charge.
- Active workstations, such as standing desks or treadmill desks, will be offered to employees at no charge.
- [Company Name] will subsidize membership to [fitness center's name] for employees and their domestic partners and dependent children.

Signature:

Date: