



Commandant
United States Coast Guard

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COMDTCHANGENOTE 1020
12 JUN 2017

COMMANDANT CHANGE NOTICE 1020

Subj: CH-4 TO COAST GUARD WEIGHT AND BODY FAT STANDARDS PROGRAM MANUAL, COMDTINST M1020.8H

1. PURPOSE. This Commandant Change Notice publishes a change to Coast Guard Weight and Body Fat Standards Program Manual, COMDTINST M1020.8H.
2. ACTION. All Coast Guard unit commanders, commanding officers, officers-in-charge, deputy/assistant commandants, and chiefs of Headquarters staff elements shall comply with the provisions of this Commandant Change Notice. Internet release is authorized.
3. DIRECTIVES AFFECTED. Coast Guard Weight and Body Fat Standards Program Manual, COMDTINST M1020.8H, is updated.
4. DISCLAIMER. This guidance is not a substitute for applicable legal requirements, nor is it itself a rule. It is intended to provide operational guidance for Coast Guard personnel and is not intended to nor does it impose legally-binding requirements on any party outside the Coast Guard.
5. MAJOR CHANGES. This change updates policy in Chapter 5, Abeyances And Exemptions To Probations, to include, Article 5.F., Infertility Treatment Exemption Policy.

DISTRIBUTION – SDL No. 168

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NON-STANDARD DISTRIBUTION:

6. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS.

- a. The development of this Commandant Change Notice and the general policies contained within it have been thoroughly reviewed by the originating office in conjunction with the Office of Environmental Management, and are categorically excluded (CE) under current USCG CE # 33 from further environmental analysis, in accordance with Section 2.B.2. and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series).
- b. This Commandant Change Notice will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this Commandant Change Notice must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), Council on Environmental Policy NEPA regulations at 40 CFR Parts 1500-1508, DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.

7. DISTRUBUTION. No paper distribution will be made of this Commandant Change Notice. An electronic version will be located on the following Commandant (CG-612) web sites. Internet: <http://www.uscg.mil/directives/>, and CGPortal: <https://cgportal2.uscg.mil/library/directives/SitePages/Home.aspx>.

8. PROCEDURE. Remove and replace the following sections of Coast Guard Weight and Body Fat Standards Program Manual, COMDTINST M1020.8H

<u>Remove</u>	<u>Replace</u>
Pages i to iv	Pages i to iv
Pages 5-3 to 5-4	Pages 5-3 to 5-5

9. RECORDS MANAGEMENT CONSIDERATIONS. This Commandant Change Notice has been thoroughly reviewed during the directives clearance process, and it has been determined there are records scheduling requirements, in accordance with Federal Records Act, 44 U.S.C. 3101 et seq., NARA requirements, and Information and Life Cycle Management Manual, COMDTINST M5212.12 (series).

10. FORMS/REPORTS. The forms referenced in this Commandant Change Notice are available in USCG Electronic Forms on the Standard Workstation or on the Internet: <http://www.uscg.mil/forms/>; CG Portal <https://cgportal2.uscg.mil/library/forms/SitePages/Home.aspx>.

11. REQUEST FOR CHANGES. Units and individuals may recommend changes via the chain of command to HQS-PolicyandStandards@uscg.mil.

A. S. MCKINLEY /s/
Rear Admiral, U.S. Coast Guard Reserve
Acting Director of Reserve and Military Personnel

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3. Expiration of Exemption. Upon expiration of the exemption period, a screening shall be conducted to determine compliance.

C. Tobacco Cessation Exemption.

1. Tobacco Cessation Policy.

- a. Members who are addicted to tobacco may submit a request through their chain of command to CG PSC-psd for a one-time, six-month exemption. If authorized, the tobacco cessation exemption period will commence on the day the member quit smoking and conclude six months thereafter. During this period, members who exceed program standards will be considered compliant.
- b. Tobacco cessation exemptions will not be granted to members who are non-compliant on the date of the request. Commands must verify member compliance by conducting a weigh-in prior to submitting a tobacco cessation exemption request. Upon verifying compliance the exemption will be documented on form CG-3307.
- c. Members under this exemption are required to participate in all weigh-ins and have their current weight data entered into DA. However, during this period, members who exceed program standards will be considered compliant.

2. Purpose of Tobacco Cessation Exemption. It is possible that members who cease the use of tobacco products may gain weight. The intent of the tobacco cessation exemption is to encourage members who are within Coast Guard weight and body fat standards to quit using tobacco products without fear of being found non-compliant due to subsequent weight gain. This is an incentive for members to quit tobacco use and adopt a healthier lifestyle; therefore, members should not be penalized for trying to quit tobacco.

- a. Members can minimize weight gain through healthy eating combined with exercise.
- b. Members are encouraged to use nutritional counseling to promote a healthy lifestyle change.
- c. The tobacco cessation exemption policy is not intended to be a placeholder for non-compliant members already in a weight probationary period status or used to avoid the three-strike rule.

3. Exemption Period for Tobacco Cessation.

- a. Authorized exemptions for tobacco cessation will be effective for a period of six months from the date the member informs his or her command of their abstinence from tobacco, either with or without the benefit of a formal tobacco cessation program.
- b. If a member does not remain tobacco free for the entire six-month period, the exemption will cease, and the member will immediately be screened and, if found non-compliant and if appropriate, placed on probation.

D. Eating Disorders. Members who are diagnosed by a qualified medical professional with an eating disorder will be processed per reference (h).

E. Sexual Assault Recovery Exemption.

1. Purpose of the Sexual Assault Recovery Exemption. The intent of this policy is to assist members with recovery from sexual assault.
2. Sexual Assault Recovery Exemption Policy.
 - a. A member who makes an unrestricted report of sexual assault, per reference (i), Sexual Assault Prevention and Response (SAPR) Program, COMDTINST M1754.10 (series), may submit a one time, six month exemption request through his/her chain of command to Commander, CG PSC-psd under the following circumstances:
 - (1) The victim signed a Victim Reporting Preference Statement, Form CG-6095 and elected the unrestricted reporting option.
 - (2) The sexual assault, as defined in reference (i), Sexual Assault Prevention and Response (SAPR) Program, COMDTINST M1754.10 (series), occurred within one year of the exemption request.
 - (3) The member was not on body fat probation when the sexual assault occurred.
 - b. Members who receive an exemption shall:
 - (1) participate in all weight screenings and have their current weight entered into DA,
 - (2) be considered compliant until the end of the exemption, and
 - (3) **follow policy and standards for healthy body fat loss in accordance with reference (b).**
 - c. At the expiration of the six month exemption period, if a member is found to be non compliant, he/she shall have the non-compliance documented on an Administrative Remarks, Form CG-3307 and be placed on probation. However, if the member exceeds maximum allowable body fat by more than eight percent and maximum screening weight by over 35 pounds, he/she shall be processed for separation if active duty, transferred to the ISL if a reservist, or returned to the Department of Health and Human Services (Public Health Service).

F. **Infertility Treatment Exemption.** **The Coast Guard recognizes that members may undergo physiological changes associated with the side effects of Assisted Reproductive Services (ARS) and Male Hormone Replacement Therapy (HRT) and/or the medications used for ARS/HRT resulting in exceeding CG weight and body fat standards.**

1. **Eligibility.**

- a. **The following exemption must only be granted for members requesting qualifying treatment for infertility.**
- b. **Members are not required to be compliant with Chapter 2.C. of this Manual when making the request.**

2. **Qualifying treatment.**

- a. **Only the following treatments qualify for an ARS/HRT exemption: in vitro fertilization (IVF), gamete intrafallopian transfer (GIFT), and in vitro maturation (IVM), and male hormone replacement therapy. A member may request an exemption under this Article through their Commanding Officer to Commander (CG PSC-psd) after a military physician has positively endorsed a fertility treatment plan.**
- b. **No member is required to receive an ARS/HRT exemption prior to ARS/HRT treatment, but any member undergoing ARS/HRT without an ARS/HRT exemption must be held to policies and standards stated in Chapters 3 and 4 of this Manual.**

3. **Request for ARS/HRT Exemption.**

- a. **Commander (CG PSC-psd) is the sole approving authority for ARS/HRT exemptions.**
- b. **A military physician must positively endorse the ARS/HRT treatment plan. The plan must clearly indicate the start date of the treatment and state that an increase in measurement of body fat is a possible side effect of treatment.**
- c. **After receiving the positive endorsement in Article 5.F.2.b. of this Manual, a member may request an ARS/HRT exemption through their Commanding Officer to the approving authority.**

4. **Current ARS/HRT Exemption.** Members who receive an ARS/HRT exemption must:

- a. **participate in all weight screenings in accordance with Chapter 2 of this Manual,**
- b. **be considered compliant until the end of the exemption, and**
- c. **follow policy and standards for healthy body fat loss in accordance with reference (b).**

5. **Duration of ARS/HRT Exemption.**

- a. **All ARS/HRT exemptions last 12 months from the date of approval and will only be cancelled earlier if the member becomes pregnant. A member diagnosed as pregnant must immediately follow policies and standards in Article 5.B. of this Manual.**
- b. **At the expiration of the ARS/HRT exemption, if a member is found to be noncompliant, his or her commanding officer must follow procedures, policies, and standards in Chapters 3 and 4 of this Manual, as appropriate.**

6. **Limitations on ARS/HRT Exemption.**

- a. **No extensions to the limits listed in Article 5.F.4. of this Manual are authorized.**
- b. **There is no limit on the number of ARS/HRT exemptions in a member's career.**